



BERLIN MAYOR AND COUNCIL

Meeting Agenda

Berlin Town Hall

10 William Street

Tuesday, May 26, 2020

SPECIAL NOTICE: We will be live streaming Mayor and Council Meetings during the ongoing Coronavirus/Covid-19 State of Emergency. Your patience and understanding as we work to meet the restrictions on gathering size, while still conducting Town business is truly appreciated.

- Meeting packets will be posted by 5:00 p.m. on the Wednesday before the meeting.
- Written questions will be accepted to provide the Mayor and Council the opportunity to review and discuss BY 12:00 PM/NOON on the day of the meeting. Submit to:
 - Email: info@berlinmd.gov, please use M&C Comments as your subject
 - Fax to: 410-641-2316
 - Mail to: Berlin Town Hall, Attn: M&C Comments, 10 Williams St., Berlin, MD 21811. Mail should be posted no later close of business on the Friday before the meeting to help ensure delivery.
 - Drop off in one of the two drop boxes at Town Hall – one is at the rear of the building behind the stair tower, and the other is at the corner of Bay and Williams Street on the building.

To access the Meeting via live stream on Facebook, please click on the blue Facebook icon at the top of any page on the Town website, www.berlinmd.gov, or type @berlinmd in the Facebook search bar.

NOTE: Questions for the Tuesday, May 26, 2020 Public Hearing will be taken via Facebook during the Public Hearing portion of that meeting. A staff member will monitor the questions for duplicates, language and appropriateness to the Public Hearing topic. Depending on the volume of questions, we may not be able address everyone.

Responses will be given by the Mayor or others out loud via the live stream; they WILL NOT be responded to via the comments on Facebook.



BERLIN MAYOR AND COUNCIL

Meeting Agenda

**Berlin Town Hall
10 William Street
Tuesday, May 26, 2020**

6:30 PM EXECUTIVE SESSION – Council Chambers

- a. Pursuant to Section §3-305(b)(14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

7:00 PM REGULAR SESSION – Council Chambers (livestream)

1. Approval of the Minutes for:
 - a. Executive Session of 05/11/20
 - b. Statement of Closure for Executive Session of 05/11/20
 - c. Regular Session of 05/11/20
2. Motion 2020-14: Motion awarding the Berlin Street Resurfacing Project to ECM Corporation in the amount of \$348,740 – Josh Taylor, David Bowen & Friedel
3. Public Hearing: Ordinance 2020-03: Fiscal Year 2021 Budget Adoption – Town Administrator Jeffrey Fleetwood (questions not submitted prior to noon on Tuesday, May 26, 2020 will be taken via Facebook livestream)
4. Motion 2020-15: Motion approving M&G Rental Properties LLC., to purchase and finance three (3) Equivalent dwelling units (EDUs) for 2 Stevenson Lane
5. Nominations to Board of Elections: Nicky Chavis and Steve Frene – Mayor Gee Williams
6. Town Administrator's Report
7. Comments from the Mayor
8. Comments from the Council
9. Comments from the Public (questions or comments submitted prior to 12 noon on Tuesday, May 26, 2020 will be addressed at this time)
10. Comments from the Press (questions or comments submitted prior to 12 noon on Tuesday, May 26, 2020 will be addressed at this time)
11. Adjournment

Anyone having questions about the meetings mentioned above or needing special accommodations should contact Town Administrator Jeffrey Fleetwood at (410) 641-4002. Written materials in alternate formats for persons with disabilities are made available upon request.

TTY users dial 7-1-1 in the State of Maryland. TTY users outside Maryland dial 1-800-735-2258.



BERLIN MAYOR AND COUNCIL
Meeting Minutes
Monday, May 11, 2020

7:00 PM REGULAR SESSION – Berlin Town Hall Council Chambers

Present: Mayor Gee Williams, Vice-President Elroy Brittingham, Councilmembers Thom Gulyas, Troy Purnell, and Zackery Tyndall.

Staff Present: Town Administrator Jeff Fleetwood, Deputy Town Administrator Mary Bohlen, Finance Director Natalie Saleh, Town Attorney David Gaskill, and Administrative Manager Kelsey Jensen.

Due to the Coronavirus/Covid-19 State of Emergency, this meeting was broadcast live via Facebook. No other persons were present in the Council Chambers other than those specified.

Following the Lord's Prayer and Pledge of Allegiance, Mayor Williams called the meeting to order at approximately 7:10 PM.

1. Approval of the Minutes for:

a. Budget Work Session of 04/27/20:

On the motion of Councilmember Gulyas, the Budget Work Session Minutes of April 27, 2020 were approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Elroy Brittingham, VP	X				
Dean Burrell					X
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall	X				
Voting Tally	4				1

b. Executive Session of 04/27/20:

On the motion of Councilmember Gulyas, the Executive Session Minutes of April 27, 2020 were approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Elroy Brittingham, VP	X				
Dean Burrell					X
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall	X				
Voting Tally	4				1

c. Statement of Closure for Executive Session of 04/27/20:

Mayor Williams read the Statement of Closure.

d. Regular Session of 04/27/20:

On the motion of Councilmember Gulyas, the Regular Session Minutes of April 27, 2020 were approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Elroy Brittingham, VP	X				
Dean Burrell					X
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall	X				
<i>Voting Tally</i>	4				1

Before proceeding with the remainder of the agenda, Mayor Williams read a prepared statement regarding the agenda items, particularly the proposed real property tax rate and how the public input via Facebook would be handled during the Public Hearing.

2. Discussion of Stormwater Fee Increases

Mr. Darl Kolar of EA Engineering made a presentation to the Mayor and Council reviewing the history of the utility, projects completed to date and their funding sources, and projects recommended for completion and their cost estimates. There was discussion throughout the presentation regarding various projects and funding and the heavy emphasis placed by potential funders on readiness to proceed and water-quality impact. Councilmember Tyndall recommended that the Town move forward with obtaining easements necessary for the recommended future projects to be more prepared when funding opportunities arise. Mr. Kolar noted that there are funding opportunities that are not as based on water-quality, such as FEMA/MEMA monies, but noted that they often require a significant match from the Town.

Discussion followed regarding the original budget estimates based on the fee structure as recommended by the Environmental Finance Center vs. the fee structure that was ultimately adopted. Mr. Kolar and Ms. Saleh explained that the Mayor and Council decided to adopt a lower rate for non-residential accounts to decrease the burden on those customers, therefore the revenues which would have resulted from the recommended fee structure were never actually realized. Lengthy discussion followed regarding how the current fee structure was determined, what considerations should be given for residential customers and breaking future projects into phases to make them easier to fund. There was also discussion regarding material aspects of the various areas still slated for work and how the Equivalent Residential Units (ERU) were determined for non-residential units. Mayor Williams also noted the importance of the Town's funds being used to leverage outside funding sources and that, once the major projects were complete, smaller projects and system maintenance would still be ongoing expense.

Councilmember Tyndall opined that the consideration given to non-residential customers by reducing the recommended fees at the inception of the Stormwater Utility should now be given to the residential customers. Mayor Williams noted that no decision regarding the setting of the fees would be made at this meeting, but information was being presented for the Council's consideration.

Mr. Kolar left the meeting in progress.

3. Public Hearing: Ordinance 2020-02: Setting the Real Property Tax Rate for Fiscal Year 2021

Mr. Fleetwood read the Ordinance and Mayor Williams opened the Public Hearing. Mayor Williams noted that the proposed tax rate was \$.80 per \$100 of assessed value, which was unchanged from FY 20. With no questions or comments received from the State of Maryland or Worcester County, Mayor Williams asked for questions from the public; none had been received prior to the meeting and the Mayor announced that questions would now be

taken via Facebook. Ms. Jensen noted that there was a slight delay from real time to Facebook and suggested that allowance be made for that.

In response to a request from Councilmember Tyndall, Ms. Jensen noted that a comment had been “pinned” to the Facebook post at the start of the meeting indicating that questions would be taken during the Public Hearing portion of the meeting and that she had posted another comment noting that the Public Hearing was open for comments.

Ms. Jensen indicated that Marie Velong asked, via Facebook, if the tax rate was based on the budget. Mayor Williams indicated that it was and that the General Fund Budget - which was being introduced next and would be presented in a Public Hearing at the May 26, 2020 Meeting - received its primary revenue from real property taxes and was proposed at \$5.9 million, which was 4% below the FY20 budget.

Ms. Jensen indicated that Ms. Velong asked, again via Facebook, how much more would the Town receive in FY21 than FY20 with the proposed tax rate as opposed to the Constant Yield rate. Ms. Saleh indicated that, with the increased assessed value, tax revenue is projected at \$153,000 more, which represents a 4% increase over the FY20 budget. In response to a question from Councilmember Tyndall, Ms. Saleh indicated that the Constant Yield rate is \$0.78 + which makes the proposed tax rate approximately 2% above Constant Yield. Mayor Williams noted that Worcester County's rate is also about 2% above their Constant Yield. Mr. Fleetwood noted that, because of the ongoing State of Emergency, revenues through the Federal, State and County governments will likely be received later than anticipated and could possibly be lower than anticipated. Ms. Saleh noted that the extensions to income tax filings, reduced government work forces and other related factors will contribute to those delays and reductions.

With no further questions, Mayor Williams closed the Public Hearing. Councilmember Brittingham moved to approve the Ordinance as presented. Councilmember Tyndall indicated that he feels that the rate should be lowered to the Constant Yield rate to provide some relief to the taxpayer. He indicated that he believed this could be done without loss of jobs or services. Mayor Williams noted that the several stimulus packets which had been generated and/or discussed in recent months were not directly available to small towns, but that the Town needed to continue to provide the same services. Councilmember Tyndall indicated that adopting the Constant Yield would provide the same budgeted revenue as in FY20 without a reduction in services. Mayor Williams noted that the projected revenue increase is based on assessed property values, which the property owner can appeal. Councilmember Tyndall indicated that reducing to the Constant Yield rate would provide relief to the property owner while providing the same budgeted revenue to the Town. Mr. Fleetwood again noted that revenues could well be reduced or delayed in the coming year. Ms. Saleh noted that there were currently appeals filed for more than \$3 million in assessed property value. Councilmember Tyndall restated his belief that, while a 2% reduction was not significant it would be of some help to the taxpayer. Mayor Williams noted that the Town may have to reduce the budget later in the year depending on what was to come, and that he felt it would be irresponsible to reduce the Town's future revenue at this point, knowing that there were so many potential pitfalls ahead. He further indicated that reducing the tax rate would be a positive gesture but would not be prudent. Councilmember Tyndall restated that he believed it was achievable. Following additional discussion of these same points, Councilmember Purnell noted that Councilmember Tyndall's proposal would result in a \$60 credit on a \$300,000 assessment and that the Town had previously cut taxes and he believed that was a mistake. Councilmember Brittingham re-stated his motion and Mayor Williams called for the vote. Ordinance 2020-02 was approved as follows:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Elroy Brittingham, VP	X				
Dean Burrell					X
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall		X			
<i>Voting Tally</i>	3	1			1

4. First Reading/Introduction of Ordinance 2020-03: Fiscal Year 2021 Budget.

Mayor Williams provided a summary of the General and Enterprise Fund Fiscal Year 2021 Budgets, various revenue streams and budgeted capital projects. He noted that the draft budget was available on the Town's website as part of the meeting packet.

At the Mayor's invitation, Ms. Saleh review several changes which had been incorporated between the budget work sessions held in April and the draft budget presented in the Ordinance. Ms. Saleh noted several line items regarding transfers between funds. Mayor Williams asked if there were any questions for Ms. Saleh; Councilmember Tyndall indicated that he did have a lengthy question and wanted to set a time to meet with Ms. Saleh and Mr. Fleetwood to discuss.

He also reminded all that the Public Hearing for the Fiscal Year 2021 Budget was scheduled for Tuesday, May 26, 2020 at 7:00 p.m. Ms. Saleh reminded all that the meeting would be live streamed and she and Mr. Fleetwood encouraged individuals with any questions to contact staff prior to the Public Hearing. Discussion regarding availability to the public followed with staff noting that the draft budget was currently available on the Town's website and a link to the Public Hearing meeting packet would be posted by 5:00 p.m. the Wednesday before the meeting, but that additional attention would be given before then.

5. Town Administrator's Report:

Mr. Fleetwood noted that a draft Reserve Policy was under development to be presented at a later date. He also reminded everyone that open enrollment for employee benefits was upcoming and that information would be shared with all personnel regarding dates and times and protocols with the current gathering restrictions.

Mr. Fleetwood also provided Department Reports:

a. Economic and Community Development Director – Ivy Wells

The footprint of the Farmers Market had been extended and planning for upcoming events, activities and projects was underway with consideration for current restrictions.

b. Water Resources Director – Jamey Latchum

Water resources was reading meters and had been working on equipment at the treatment plant and various stormwater efforts.

Deputy Town Administrator Mary Bohlen and Finance Director Natalie Saleh had nothing to report.

6. Comments from the Mayor:

Mayor Williams noted that, while no firm dates had been established for a return to normal operations, he was hopeful that progress would be made by the end of the month with most normalcy by July. He also thanked everyone for their patience and cooperation.

7. Comments from the Council:
Councilmember Gulyas had no comments.

Councilmember Tyndall indicated that he would like to explore a new footprint for the Farmer's Market which would accommodate additional vendors while permitting the social distancing requirements. Specifically, he would like to incorporate Main Street and extend to Commerce Street and permit shops to place items outside their shops. Discussion followed. Mayor Williams requested a motion and Councilmember Tyndall moved to (as re-stated by Mayor Williams) allow businesses on Main Street to place a table outside their business during Farmer's Market hours and to close Main Street at Commerce and Pitt Streets during that time. Brief discussion followed regarding whether this would be out of compliance with the Governor's orders and regarding the necessity of following guidelines for social distancing and wearing of masks. Mr. Fleetwood indicated that he would research what the limitations on such activity might be. Ms. Jensen indicated that Chief Downing had reached out to her via text message and indicated that the proposed actions would be problematic. Discussion continued. Councilmember Tyndall amended his motion to indicate that the idea(s) would be discussed and pursued as allowed. Approval was as follows:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Elroy Brittingham, VP	X				
Dean Burrell					X
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall	X				
Voting Tally	4				1

Vice-President Brittingham had no comments.

Councilmember Purnell had no comments.

8. Comments from the Public – none.

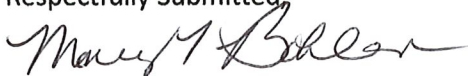
9. Comments from the Press – none.

10. Adjournment:

On the motion of Councilmember Purnell, the Mayor and Council meeting was adjourned at approximately 9:15 PM.

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Elroy Brittingham, VP	X				
Dean Burrell					X
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall	X				
Voting Tally	4				1

Respectfully Submitted,



Mary Bohlen

Deputy Town Administrator



MOTION OF THE MAYOR AND COUNCIL 2020-14

A MOTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN AWARDING THE BERLIN STREET RESURFACING PROJECT TO ECM CORPORATION IN THE AMOUNT OF \$348,740.

APPROVED THIS _____ DAY OF _____, 2020 BY THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN, MARYLAND BY AFFIRMATIVE VOTE OF _____ TO _____ OPPOSED, WITH _____ ABSTAINING AND _____ ABSENT.

ELROY BRITTINGHAM, SR. VICE PRESIDENT

APPROVED THIS _____ DAY OF _____, 2020 BY THE MAYOR OF THE TOWN OF BERLIN.

WM. GEE WILLIAMS, III, MAYOR

ATTEST: _____
JEFFREY FLEETWOOD
TOWN ADMINISTRATOR



DAVIS
BOWEN &
FRIEDEL, INC.

ARCHITECTS ENGINEERS SURVEYORS

May 18, 2020

Michael R. Wigley, AIA, LEED AP
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA
Jason P. Loar, P.E.
Ring W. Lardner, P.E.
Jamie L. Sechler, P.E.

Town of Berlin
10 Williams St.
Berlin, MD 21811

ATTN: Mr. Jeff Fleetwood
Town Administrator

RE: Recommendation of Award
Berlin Street Resurfacing Project
Berlin, Maryland
DBF# 050A002.060

Mr. Fleetwood:

This correspondence is to inform you that the low bidder for the referenced project is ECM Corporation. Enclosed, please find one copy of each bidders' bid package, as well as a copy of the Bid Tabulation for the referenced project. Davis, Bowen & Friedel, Inc., (DBF) has reviewed the low bidder's bid package and find all documentation to be properly submitted.

Based on ECM Corporation's previous work experience, DBF trusts that the Contractor has the resources and experience necessary to complete the project. Based on these findings, DBF recommends the Award of the Berlin Street Resurfacing project to ECM Corporation, contingent upon the availability of funds. Should the Town choose to accept DBF's recommendation, the total award amount for the completion of the referenced project would be Three Hundred Forty-Eight Thousand, Seven Hundred and Forty dollars and 00/100 (\$348,740.00). If approved, please execute the attached Notice of Award and we will continue the award process.

Should you have any questions, comments or concerns, please contact me at 410-543-9091.

Sincerely,
DAVIS, BOWEN & FRIEDEL, INC.

Joshua J. Taylor, P.E.
Associate

N:\00\050A\050A002\0050A002.060 - Roadway Resurfacing\Bidding\Award\Fleetwood 051820.jcm.docx

Enclosures

cc: Emilio Cruz, ECM Corporation



Bid Tabulation

Project Name: Berlin Street Resurfacing Project
 Bid Date/Time: May 14, 2020 @ 2 PM
 Bid Opening Location: Berlin Town Hall
 DBF Project Number: 050A002.060

1. ECM Corporation 2. George & Lynch, Inc. 3. Terra Firma, Inc.

ITEM NO.	DESCRIPTION OF WORK	SIZE OR DEPTH	UNIT	EST QTY
1	Mobilization, Bonds, and Insurance (Max. 5% of Total Bid)	--	LS	--
2	Provide Traffic Control Measures	--	LS	--
3	Furnish and Install Surface Course Asphalt Pavement Overlay	1.5"	SY	26,200
4	Furnish and Install Pavement Markings	--	--	--
4A	-- Double Yellow Line Striping	--	LF	2700
4B	-- Single White Line Striping	--	LF	5400
5	Furnish and Install Valley Gutter	--	SF	600
6	Furnish and Install Curb & Gutter	--	LF	420

UNIT PRICE	TOTAL PRICE
\$9,000.00	\$9,000.00
\$9,000.00	\$9,000.00
\$10.00	\$262,000.00
--	--
\$0.90	\$2,430.00
\$0.60	\$3,240.00
\$18.00	\$10,800.00
\$46.00	\$19,320.00

UNIT PRICE	TOTAL PRICE
\$20,700.00	\$20,700.00
\$19,420.00	\$19,420.00
\$11.45	\$299,990.00
--	--
\$0.55	\$1,485.00
\$0.55	\$2,970.00
\$88.00	\$52,800.00
\$46.82	\$19,664.40

UNIT PRICE	TOTAL PRICE
\$20,500.00	\$20,500.00
\$35,750.00	\$35,750.00
\$13.45	\$352,390.00
--	--
\$1.13	\$3,051.00
\$0.66	\$3,564.00
\$26.90	\$16,140.00
\$37.90	\$15,918.00

CONTINGENCIES:

7	Miscellaneous Excavation and Backfill for Test Pitting	--	CY	10
8	Excavation Below Subgrade and Gravel Refill	--	CY	20
9	Furnish & Place Selected Backfill	--	CY	20
10	Furnish & Place 4,000 PSI Concrete	--	CY	10
11	Furnish and Install Full Depth Asphalt Restoration for Potholes and Roadway Failures	--	SY	450
12	Furnish & Place Wedge Course Asphalt	--	TON	40

\$50.00	\$500.00
\$80.00	\$1,600.00
\$60.00	\$1,200.00
\$375.00	\$3,750.00
\$50.00	\$22,500.00
\$85.00	\$3,400.00
	\$348,740.00

\$55.00	\$550.00
\$133.00	\$2,660.00
\$79.00	\$1,580.00
\$1,100.00	\$11,000.00
\$88.54	\$39,843.00
\$95.00	\$3,800.00
	\$476,462.40

\$40.00	\$400.00
\$90.00	\$1,800.00
\$65.00	\$1,300.00
\$490.00	\$4,900.00
\$84.20	\$37,890.00
\$85.00	\$3,400.00
	\$497,003.00

TOTAL BID - ITEMS 1-12:

Corrected error on Bid Form (Math Error - Unit Price x Quantity did not equal Total Price)

I certify this tabulation is true and accurate based on information compiled from all three (3) bids received on May 14, 2020 at 2:00PM, for the Berlin Street Resurfacing Project for the Town of Berlin.

Joshua J. Taylor, P.E., Associate, Davis, Bowen & Friedel, Inc.

SECTION 00531

NOTICE OF AWARD

TO: ECM Corporation7704 Race RoadJessup, MD 20794PROJECT Description: Berlin Street Resurfacing Project, Town of Berlin, Maryland, Contract No. 0050A002.060.

The OWNER has considered the BID submitted by you for the above described WORK in response to its Invitation to Bidders dated May 14, 2020, and Information for Bidders. You are hereby notified that your BID has been accepted for items in the amount of \$348,740.00.

You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S Performance BOND, and certificates of insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said BONDS within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this 18th day of May, 2020.

Town of Berlin
OWNER

Signed: _____

Printed Name: _____

Title: Town Administrator

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by:

Company: ECM Corporation

By _____

Title: _____

this the _____ day of _____, 2020.

END OF SECTION



12317 Riverview Road, Fort Washington, MD 20744

Office Phone: 301-880-9729 Ext.102

Fax Number: 301-560-8882

Introductory Letter

May 14, 2020

ECM Corporation is a construction company that was established on October 2012 under the law of The State of Maryland, but owners count with more than 13 years of experience in construction which include: saw cutting, asphalt paving and repair, concrete repair, water main replacement/installation and water house connections, traffic control. ECM Corporation operates with professional crews to develop and complete a project to customer satisfaction. ECM Corporation is also fully equipped to perform in a workplace and work directly with customer needs. It also counts with certificates such as MD and VA flagging and WSSC programs. The company is operated daily under the ownership of Diana Hernandez, president, and Emilio Cruz, superintendent and senior project manager, who perform daily team meetings, analyze and plan present and future projects, and supervise the worksite. ECM Corporation has enhanced its performance by not only using experienced foremen to complete the job but also providing superior traffic control by using certified traffic control flaggers and certified traffic control management. ECM Corporation prides itself in owning a vast range machinery and equipment. Our fleet of trucks, excavators, skid steers, etc. are always ready to be mobilized and utilized assuring your project will have the correct machinery when needed.

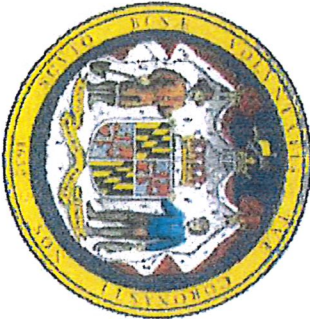
Please refer to the following regarding any correspondence to the bid or if requiring any more information:

- Diana B. Hernandez – President
dhernandez@ecmutilities.com
(301) 880-9729
- Lazaro Constanza – Project Manager
lazaro@ecmutilities.com
(240) 392-0561

Sincerely,

Diana B. Hernandez – President

90 County



State of Maryland License

ECM CORPORATION
7704 RACE ROAD
JESSUP MD 20794

ECM CORPORATION
7704 RACE ROAD
JESSUP MD 20794

02606117
02111472
16896213

20

DATE OF ISSUE
MO DAY YR
04/06/2020

MONTHS PAID
12

CODE	UNIT	TYPE OF LICENSE	NO OF LIC	COST
77	015	CONSTRUCTION FIRM (NOT FOR HOME IMPROVEMENT)	1	15.00

ISSUING FEES	2.00	AMOUNT PAID
TOTAL	17.00	17.00

ISSUED BY

SCOTT A. POYER, CLERK OF CIRCUIT COURT
8 CHURCH CIRCLE, ROOM H-101
ANNAPOLIS, MARYLAND 21401 (410)222-1434

THIS LICENSE MUST BE PUBLICLY DISPLAYED
AND EXPIRES ON **APRIL 30, 2021**

LDS

REFERENCE FORM

Project Name	2019 STREET RESURFACING		
Project Owner's Name	TOWN OF EASTON		
Address	14 S. HARRISON STREET		
	EASTON, MARYLAND 21602		
Project Owner's Name	KODY CARIO		
Project Contact Telephone	(410) 924-4703		
Project Contact Email	KCARIO@TOWN-EASTONMD.COM		
Contract Value	\$ 516,534.63		
Scheduled completion	SEPTEMBER 2019	Percent complete	100%
Description of Project Work	18,387 ST OF 2" MILL AND OVERLAY		

Project Name	2019 CDBG SIDEWALK CONSTRUCTION		
Project Owner's Name	CITY OF SALISBURY		
Address	125 N. DIVISION STREET		
	SALISBURY, MARYLAND 21801		
Project Owner's Name	WILLIAM WHITE		
Project Contact Telephone	(443) 548-3170		
Project Contact Email	WWHITE@SALISBURY.MD		
Contract Value	\$ 129,883.00		
Scheduled completion date	APRIL 2019	Percent complete	100%
Description of Project Work	REMOVED AND INSTALLED 11,800 SF OF SIDEWALK, 650 LF STRAIGHT CURB & GUTTER, 275 LF PLANTER CURB AND 300 SF OF 2' X 5' TRUNCATED DOME DETECTABLE WARNING SURFACES.		

Project Name	RESURFACE BEE OAK ROAD AT DNR CEDARVILLE STATE PARK		
Project Owner's Name	MARYLAND DEPARTMENT OF NATURAL RESOURCES		
Address	301 W PRESTON STREET		
	BALTIMORE, MD 21201		
Project Owner's Name	DALE W. SWINBURNE		
Project Contact Telephone	(443) 977-0058		
Project Contact Email	DALE.SWINBURNE@MARYLAND.GOV		
Contract Value	\$ 483,335.79		
Scheduled completion date	JUNE 2019	Percent complete	100%
Description of Project Work	REMOVE AND REPLACED 385 LF OF CONCRETE CURB & GUTTER, 1,000 SY ASPHALT PATCHING AND INSTALLED 2,000 SY PAVEMENT FABRIC.		

REFERENCE FORM
(Continued)

Project Name	SQUIRES CT, CLYDE AVE, CEDAR LN, CARTWRIGHT AVE ASPHALT MILL & OVERLAY		
Project Owner's Name	CITY OF FRUITLAND		
Address	402 EAST MAIN STREET		
	FRUITLAND, MARYLAND 21826		
Project Owner's Name	MIKE GIBBONS		
Project Contact Telephone	(410) 548-2800		
Project Contact Email	MGIBBONS@CITYOFFRUITLAND.COM		
Contract Value	\$ 185,798.34		
Scheduled completion date	DECEMBER 20219	Percent complete	100%
Description of Project Work	18,246 SY OF MILL AND OVERLAY, REMOVED AND REPLACED 45 LF VALLEY CURB & GUTTER, 300 LF ROLLED CURB AND 125 SF OF SIDEWALK.		

Project Name	FY-18 CURB AND GUTTER REPAIR		
Project Owner's Name	WORCHESTER COUNTY DPW		
Address	5764 WORCHESTER HIGHWAY		
	SNOWHILL, MARYLAND 21863		
Project Owner's Name	FRANK ADKINS		
Project Contact Telephone	(410) 632-2244		
Project Contact Email	FADKINS@CO.WORCHESTER.MD.US		
Contract Value	\$ 183,550.00		
Scheduled completion date	DECEMBER 2019	Percent complete	100%
Description of Project Work	DEMO AND INSTALLATION OF 4,500 LF STANDARD 24" TYPE GC2 CURBING, 700 LF VALLEY GUTTER AND CONCRETE APRON, AND 400 LF CONCRETE CURB HEADS.		

SECTION 00300

BID FORM

Proposal of ECM Corporation (hereafter called "BIDDER"), organized and existing under the laws of the State of Maryland doing business as ECM Corporation * to the Town of Berlin (hereinafter called "OWNER").

In compliance with the Invitation to Bidders, BIDDER hereby proposes to perform all WORK for the **BERLIN STREET RESURFACING PROJECT, Contract No. 0050A002.060**, in strict accordance with the CONTRACT DOCUMENTS, within the time set forth therein, and at the prices stated below.

By submission of this BID, each BIDDER certifies, and in the case of a joint BID each part thereto certifies as to its own organization, that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this Contract on or before a date to be specified in the NOTICE TO PROCEED and to fully complete the same within 75 consecutive calendar days thereafter. BIDDER further agrees to pay as liquidated damages, an amount of \$500.00 per calendar day as defined in the General Conditions.

BIDDER acknowledges receipt of the following ADDENDUM:

Addendum # 1 5/7/2020

Addendum # 2 5/12/2020

BIDDER agrees to perform all the work described in the CONTRACT DOCUMENTS for the following unit prices or lump sum:

**Insert "a corporation", "a partnership", or "an individual" as applicable.*

ADDENDUM #1

0050A002.060

ITEM NO.	DESCRIPTION OF WORK	SIZE OR DEPTH	UNIT	EST QTY	UNIT PRICE	TOTAL PRICE
1.	Mobilization, Bonds, and Insurance (Max. 5% of Total Bid)	--	LS	--	9,000.00	9,000.00
2.	Provide Traffic Control Measures	--	LS	--	9,000.00	9,000.00
3.	Furnishing and Install Surface Course Asphalt Pavement Overlay	1.5"	SY	26,200	10.00	262,000.00
4.	Furnish and Install Pavement Markings	--	--	--	--	--
4a.	-- Double Yellow Line Striping	--	LF	2700	0.90	2,430.00
4b.	-- Single White Line Striping	--	LF	5400	0.60	3,240.00
5.	Furnish and Install Valley Gutter	--	SF	600	18.00	10,800.00
6.	Furnish and Install Curb & Gutter	--	LF	420	46.00	19,320.00
CONTINGENCIES:						
7.	Miscellaneous Excavation and Backfill for Test Pitting	--	CY	10	50.00	500.00
8.	Excavation Below Subgrade and Gravel Refill	--	CY	20	80.00	1,600.00
9.	Furnish & Place Select Backfill	--	CY	20	60.00	1,200.00
10.	Furnish & Place 4,000 PSI Concrete	--	CY	10	375.00	3,750.00
11.	Furnish and Install Full Depth Asphalt Restoration for Potholes and Roadway Failures	--	SY	450	50.00	22,500.00
12.	Furnish & Place Wedge Course Asphalt	--	TON	40	85.00	3,400.00
TOTAL BASE BID: \$ 348,740.00						

Three hundred forty-eight thousand, seven hundred forty dollars and 00/100

BIDDER Please Note:

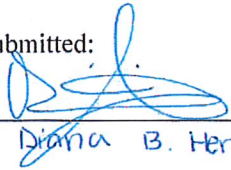
The Town reserves the right to accept or reject any or all bids. The Town may elect to delete some or all portions of any bid item shown below and described in the contract documents in any order so that the PROJECT cost will match funding available. Bid shall be awarded to the lowest responsible and responsive bidder for the Base Bid. Bids shall include sales tax and all other applicable taxes and fees.

By submission of this bid, BIDDER certifies that he comprehends the bidding requirements set forth herein and is thoroughly familiar with the provisions of the contract documents.

The BIDDER agrees that this bid shall not expire for a period of sixty (60) calendar days after bid closing and may not be withdrawn after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, BIDDER will execute the formal contract attached within ten (10) days and deliver Bonds required by the Town. The bid security attached in the sum of 5% of the total PROJECT Bid (\$ 17,437.00) is to become the property of the OWNER in the event the contract is not executed within the time above set forth for the delay and additional time expense to the OWNER caused thereby.

Respectfully submitted:


Signature Diana B. Hernandez

President 05/14/2020
Title/Date

12317 Riverview Road
Address

Fort Washington, Maryland 20744

02606117
License Number (If applicable)

Seal - (if bid is by a corporation)

END OF SECTION

SECTION 00370

BID BOND

KNOW ALL PERSONS BY THESE PRESENTS, that we, the Undersigned
ECM Corporation _____ as Principal, and
Merchants National Bonding, Inc. _____ as Surety, are hereby held and
firmly bound unto the Town, as OWNER, the penal sum of Five Percent of Amount Bid
_____ (5% of the Base Bid amount) for the payment of which, well and truly
to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed, this 14th day of May, 2020.

The Condition of the above obligation is such that whereas the Principal has submitted to the Town a
certain BID, attached hereto and hereby made a part hereof to enter into a contract in writing, for the
BERLIN STREET RESURFACING PROJECT, Contract No. 0050A002.060.

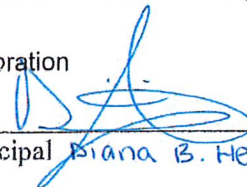
NOW, THEREFORE,

- (a) If said BID shall be rejected, or
- (b) If said BID shall be accepted and the Principal shall execute and deliver a contract in the
Form of Contract attachment hereto (properly completed in accordance with said BID) and shall
furnish a BOND for faithful performance of said contract, and for the payment of all persons
performing labor and furnishing materials in connection therewith, and shall in all other respects
perform the agreement created by the acceptance of said BID, then this obligation shall be void,
otherwise the same shall remain in force and effect; it being expressly understood and agreed that
the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal
amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any extension.

In WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above. Surety executing Bonds shall be a licensed agent in the State of Maryland.

ECM Corporation

 (L.S.)
Principal Diana B. Hernandez, President

Merchants National Bonding, Inc.

Surety

By: 

Rush H. Seale, Attorney-In-Fact

IMPORTANT - Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the PROJECT is located.

END OF SECTION

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Rush H. Seale

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

Surety Bond #: Bid Bond
Principal: ECM Corporation
Obligee: Town of Berlin

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 14th day of May, 2020.

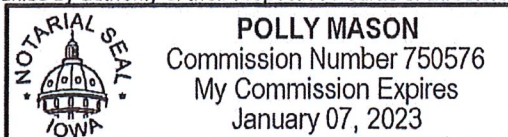


MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 14th day of May, 2020, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Polly Mason

Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

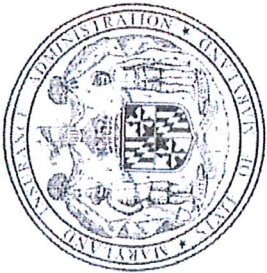
I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 14th day of May, 2020.



William Warner Jr.

Secretary



MARYLAND INSURANCE ADMINISTRATION
CERTIFICATE OF AUTHORITY

No. 010321

The below named insurer has authority to transact, within this State until the 30th day of June next, unless said authority is revoked prior to said day in accordance with law, the kinds of insurance set forth below and specifically designated by code letters. Code letters are detailed on reverse side.

CS

EFFECTIVE DATE		
07	01	2019
MO	DAY	YR.

Merchants National Bonding, Inc.
6700 Westown Parkway
West Des Moines, IA 50321 USA

App W. Palmer J

Insurance Commissioner

KINDS OF INSURANCE AUTHORIZED TO BE WRITTEN UNDER THE MARYLAND INSURANCE ARTICLE

A - Variable Annuities - Sections 1-101(d)(e), 16-601, 16-602, 16-603	N - Non-Profit Health Service Plan - Section 14-101, 14-110, 14-111
C - Casualty (not including Vehicle Liability, Mortgage Guaranty & Worker's Compensation) - Section 1-101(i)	P - Property and Marine (excluding Wet Marine and Transportation) - Section 1-101(gg)
D - Dental Plan Organization - Sections 14-401, 14-405, 14-407	R - Variable Life - Sections 16-601, 16-602
F - Fraternal - Section 8-423, 8-424, 8-427	S - Surety - Section 1-101(pp)
G - Mortgage Guaranty - Section 1-101(i)	T - Title - Section 1-101(qq)
H - Health - Section 1-101(p)	V - Vehicle Liability - Sections 1-101(j), 19-101, 19-502, 19-503, 19-504
L - Life, including Annuities and Health (except Variable Life & Variable Annuities) - Sections 1-101(d)(e), 1-101(p), 1-101(x)	W - Workers' Compensation - Sections 1-101(i), 19-101, 19-402
M - Marine, Wet Marine & Transportation - Sections 1-101(z), 1-101(ss)	X - Medical Mutual - Sections 24-203, 24-206

SECTION 00300

BID FORM

Proposal of George & Lynch, Inc. (hereafter called "BIDDER"), organized and existing under the laws of the State of Delaware doing business as a corporation * to the Town of Berlin (hereinafter called "OWNER").

In compliance with the Invitation to Bidders, BIDDER hereby proposes to perform all WORK for the **BERLIN STREET RESURFACING PROJECT, Contract No. 0050A002.060**, in strict accordance with the CONTRACT DOCUMENTS, within the time set forth therein, and at the prices stated below.

By submission of this BID, each BIDDER certifies, and in the case of a joint BID each part thereto certifies as to its own organization, that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this Contract on or before a date to be specified in the NOTICE TO PROCEED and to fully complete the same within 75 consecutive calendar days thereafter. BIDDER further agrees to pay as liquidated damages, an amount of \$500.00 per calendar day as defined in the General Conditions.

BIDDER acknowledges receipt of the following ADDENDUM:

- 1

- 2

BIDDER agrees to perform all the work described in the CONTRACT DOCUMENTS for the following unit prices or lump sum:

**Insert "a corporation", "a partnership", or "an individual" as applicable.*

ADDENDUM #1

0050A002.060

ITEM NO.	DESCRIPTION OF WORK	SIZE OR DEPTH	UNIT	EST QTY	UNIT PRICE	TOTAL PRICE
1.	Mobilization, Bonds, and Insurance (Max. 5% of Total Bid)	--	LS	--	\$20,700.00	\$20,700.00
2.	Provide Traffic Control Measures	--	LS	--	\$19,420.00	\$19,420.00
3.	Furnishing and Install Surface Course Asphalt Pavement Overlay	1.5"	SY	26,200	\$11.45	\$299,990.00
4.	Furnish and Install Pavement Markings	--	--	--	--	--
4a.	-- Double Yellow Line Striping	--	LF	2700	\$0.55	\$1,485.00
4b.	-- Single White Line Striping	--	LF	5400	\$0.55	\$2,970.00
5.	Furnish and Install Valley Gutter	--	SF	600	\$88.00	\$52,800.00
6.	Furnish and Install Curb & Gutter	--	LF	420	\$46.82	\$19,664.00
CONTINGENCIES:						
7.	Miscellaneous Excavation and Backfill for Test Pitting	--	CY	10	\$55.00	\$550.00
8.	Excavation Below Subgrade and Gravel Refill	--	CY	20	\$133.00	\$2,660.00
9.	Furnish & Place Select Backfill	--	CY	20	\$79.00	\$1,580.00
10.	Furnish & Place 4,000 PSI Concrete	--	CY	10	\$1,100.00	\$11,000.00
11.	Furnish and Install Full Depth Asphalt Restoration for Potholes and Roadway Failures	--	SY	450	\$88.54	\$39,843.00
12.	Furnish & Place Wedge Course Asphalt	--	TON	40	\$95.00	\$3,800.00
TOTAL BASE BID: \$ 476,462.40, Four hundred seventy six thousand four hundred sixty two dollars & forty cents						

BIDDER Please Note:

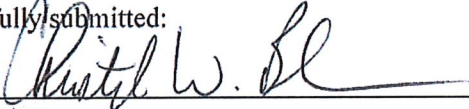
The Town reserves the right to accept or reject any or all bids. The Town may elect to delete some or all portions of any bid item shown below and described in the contract documents in any order so that the PROJECT cost will match funding available. Bid shall be awarded to the lowest responsible and responsive bidder for the Base Bid. Bids shall include sales tax and all other applicable taxes and fees.

By submission of this bid, BIDDER certifies that he comprehends the bidding requirements set forth herein and is thoroughly familiar with the provisions of the contract documents.

The BIDDER agrees that this bid shall not expire for a period of sixty (60) calendar days after bid closing and may not be withdrawn after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, BIDDER will execute the formal contract attached within ten (10) days and deliver Bonds required by the Town. The bid security attached in the sum of 5% of the total PROJECT Bid (\$ 23,830.00) is to become the property of the OWNER in the event the contract is not executed within the time above set forth for the delay and additional time expense to the OWNER caused thereby.

Respectfully submitted:



Signature

President, 5/14/2020

Title/Date

150 Lafferty Lane
Address

Dover, DE 19901

51-0356469
License Number (If applicable)

Seal - (if bid is by a corporation)

END OF SECTION

SECTION 00370

BID BOND

KNOW ALL PERSONS BY THESE PRESENTS, that we, the Undersigned
George & Lynch, Inc. as Principal, and
Endurance Assurance Corporation as Surety, are hereby held and
firmly bound unto the Town, as OWNER, the penal sum of Five Percent (5%) of the Base
Bid Amount (5% of the Base Bid amount) for the payment of which, well and truly
to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed, this 14th day of May, 2020.

The Condition of the above obligation is such that whereas the Principal has submitted to the Town a
certain BID, attached hereto and hereby made a part hereof to enter into a contract in writing, for the
BERLIN STREET RESURFACING PROJECT, Contract No, 0050A002.060.

NOW, THEREFORE,

- (a) If said BID shall be rejected, or
- (b) If said BID shall be accepted and the Principal shall execute and deliver a contract in the
Form of Contract attachment hereto (properly completed in accordance with said BID) and shall
furnish a BOND for faithful performance of said contract, and for the payment of all persons
performing labor and furnishing materials in connection therewith, and shall in all other respects
perform the agreement created by the acceptance of said BID, then this obligation shall be void,
otherwise the same shall remain in force and effect; it being expressly understood and agreed that
the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal
amount of this obligation as herein stated.

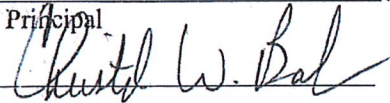
The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any extension.

In WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above. Surety executing Bonds shall be a licensed agent in the State of Maryland.

George & Lynch, Inc. (L.S.)

Principal

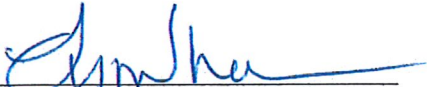
By:



Endurance Assurance Corporation

Surety

By:



Lynn M. Wheelock, Attorney-in-Fact

IMPORTANT - Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the PROJECT is located.

END OF SECTION



POWER OF ATTORNEY

KNOW ALL BY THESE PRESENTS, that Endurance Assurance Corporation, a Delaware corporation, Endurance American Insurance Company, a Delaware corporation, Lexon Insurance Company, a Texas corporation, and/or Bond Safeguard Insurance Company, a South Dakota corporation, each, a "Company" and collectively, "Sompo International," do hereby constitute and appoint: Fernanda L. DePaolantonio, Eric J. Follman Sr., Nancy Nigro, Lynn M. Wheelock as true and lawful Attorney(s)-in-Fact to make, execute, seal, and deliver for, and on its behalf as surety or co-surety; bonds and undertakings given for any and all purposes, also to execute and deliver on its behalf as aforesaid renewals, extensions, agreements, waivers, consents or stipulations relating to such bonds or undertakings provided, however, that no single bond or undertaking so made, executed and delivered shall obligate the Company for any portion of the penal sum thereof in excess of the sum of Ten Million Dollars (\$10,000,000.00).

Such bonds and undertakings for said purposes, when duly executed by said attorney(s)-in-fact, shall be binding upon the Company as fully and to the same extent as if signed by the President of the Company under its corporate seal attested by its Corporate Secretary.

This appointment is made under and by authority of certain resolutions adopted by the sole shareholder of each Company by unanimous written consent effective the 15th day of June, 2019, a copy of which appears below under the heading entitled "Certificate".

This Power of Attorney is signed and sealed by facsimile under and by authority of the following resolution adopted by the sole shareholder of each Company by unanimous written consent effective the 15th day of June, 2019 and said resolution has not since been revoked, amended or repealed:

RESOLVED, that the signature of an individual named above and the seal of the Company may be affixed to any such power of attorney or any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signature or seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, each Company has caused this instrument to be signed by the following officers, and its corporate seal to be affixed this 15th day of June, 2019.

Endurance Assurance Corporation
By: *Richard Appel*
Richard Appel, SVP & Senior Counsel



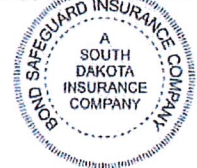
Endurance American Insurance Company
By: *Richard Appel*
Richard Appel, SVP & Senior Counsel



Lexon Insurance Company
By: *Richard Appel*
Richard Appel, SVP & Senior Counsel



Bond Safeguard Insurance Company
By: *Richard Appel*
Richard Appel, SVP & Senior Counsel



ACKNOWLEDGEMENT

On this 15th day of June, 2019, before me, personally came the above signatories known to me, who being duly sworn, did depose and say that he/she is an officer of each of the Companies; and that he executed said instrument on behalf of each Company by authority of his office under the by-laws of each Company.

By: *Amy Taylor*
Amy Taylor, Notary Public - My Commission Expires 5/9/23



CERTIFICATE

I, the undersigned Officer of each Company, DO HEREBY CERTIFY that:

1. That the original power of attorney of which the foregoing is a copy was duly executed on behalf of each Company and has not since been revoked, amended or modified; that the undersigned has compared the foregoing copy thereof with the original power of attorney, and that the same is a true and correct copy of the original power of attorney and of the whole thereof;
2. The following are resolutions which were adopted by the sole shareholder of each Company by unanimous written consent effective June 15, 2019 and said resolutions have not since been revoked, amended or modified:

"RESOLVED, that each of the individuals named below is authorized to make, execute, seal and deliver for and on behalf of the Company any and all bonds, undertakings or obligations in surety or co-surety with others: RICHARD M. APPEL, BRIAN J. BEGGS, CHRISTOPHER DONELAN, SHARON L. SIMS, CHRISTOPHER L. SPARRO, MARIANNE L. WILBERT

; and be it further

RESOLVED, that each of the individuals named above is authorized to appoint attorneys-in-fact for the purpose of making, executing, sealing and delivering bonds, undertakings or obligations in surety or co-surety for and on behalf of the Company."

3. The undersigned further certifies that the above resolutions are true and correct copies of the resolutions as so recorded and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal this 14th day of May, 2020.

By: *Daniel S. Lurie*
Daniel S. Lurie, Secretary

NOTICE: U.S. TREASURY DEPARTMENT'S OFFICE OF FOREIGN ASSETS CONTROL (OFAC)

No coverage is provided by this Notice nor can it be construed to replace any provisions of any surety bond or other surety coverage provided. This Notice provides information concerning possible impact on your surety coverage due to directives issued by OFAC. Please read this Notice carefully.

The Office of Foreign Assets Control (OFAC) administers and enforces sanctions policy, based on Presidential declarations of "national emergency". OFAC has identified and listed numerous foreign agents, front organizations, terrorists, terrorist organizations, and narcotics traffickers as "Specially Designated Nationals and Blocked Persons". This list can be located on the United States Treasury's website - <https://www.treasury.gov/resource-center/sanctions/SDN-List>.

In accordance with OFAC regulations, if it is determined that you or any other person or entity claiming the benefits of any coverage has violated U.S. sanctions law or is a Specially Designated National and Blocked Person, as identified by OFAC, any coverage will be considered a blocked or frozen contract and all provisions of any coverage provided are immediately subject to OFAC. When a surety bond or other form of surety coverage is considered to be such a blocked or frozen contract, no payments nor premium refunds may be made without authorization from OFAC. Other limitations on the premiums and payments may also apply.

Any reproductions are void.

Surety Claims Submission: LexonClaimAdministration@sompo-intl.com

Telephone: 615-553-9500 Mailing Address: Sompo International; 12890 Lebanon Road; Mount Juliet, TN 37122-2870

SECTION 00300

BID FORM

Proposal of Terra Firma of Delmarva, Inc. (hereafter called "BIDDER"), organized and existing under the laws of the State of Maryland doing business as _____* to the Town of Berlin (hereinafter called "OWNER").

In compliance with the Invitation to Bidders, BIDDER hereby proposes to perform all WORK for the **BERLIN STREET RESURFACING PROJECT, Contract No. 0050A002.060**, in strict accordance with the CONTRACT DOCUMENTS, within the time set forth therein, and at the prices stated below.

By submission of this BID, each BIDDER certifies, and in the case of a joint BID each part thereto certifies as to its own organization, that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this Contract on or before a date to be specified in the NOTICE TO PROCEED and to fully complete the same within 75 consecutive calendar days thereafter. BIDDER further agrees to pay as liquidated damages, an amount of \$500.00 per calendar day as defined in the General Conditions.

BIDDER acknowledges receipt of the following ADDENDUM:

Addendum 1

Addendum 2

BIDDER agrees to perform all the work described in the CONTRACT DOCUMENTS for the following unit prices or lump sum:

**Insert "a corporation", "a partnership", or "an individual" as applicable.*

ADDENDUM #1

0050A002.060

ITEM NO.	DESCRIPTION OF WORK	SIZE OR DEPTH	UNIT	EST QTY	UNIT PRICE	TOTAL PRICE
1.	Mobilization, Bonds, and Insurance (Max. 5% of Total Bid)	--	LS	--		20,500
2.	Provide Traffic Control Measures	--	LS	--		35,750
3.	Furnishing and Install Surface Course Asphalt Pavement Overlay	1.5"	SY	26,200	13.45	352,390
4.	Furnish and Install Pavement Markings	--	--	--	--	--
4a.	-- Double Yellow Line Striping	--	LF	2700	1.13	3,051
4b.	-- Single White Line Striping	--	LF	5400	.66	3,564
5.	Furnish and Install Valley Gutter	--	SF	600	26.90	16,140
6.	Furnish and Install Curb & Gutter	--	LF	420	37.90	15,918
CONTINGENCIES:						
7.	Miscellaneous Excavation and Backfill for Test Pitting	--	CY	10	40.00	400.00
8.	Excavation Below Subgrade and Gravel Refill	--	CY	20	90.00	1,800
9.	Furnish & Place Select Backfill	--	CY	20	65.00	1,300
10.	Furnish & Place 4,000 PSI Concrete	--	CY	10	490.00	4,900
11.	Furnish and Install Full Depth Asphalt Restoration for Potholes and Roadway Failures	--	SY	450	84.20	37,890
12.	Furnish & Place Wedge Course Asphalt	--	TON	40	85.00	3,400
TOTAL BASE BID: \$ \$497,003.00						

BIDDER Please Note:

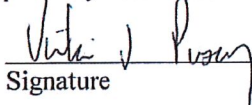
The Town reserves the right to accept or reject any or all bids. The Town may elect to delete some or all portions of any bid item shown below and described in the contract documents in any order so that the PROJECT cost will match funding available. Bid shall be awarded to the lowest responsible and responsive bidder for the Base Bid. Bids shall include sales tax and all other applicable taxes and fees.

By submission of this bid, BIDDER certifies that he comprehends the bidding requirements set forth herein and is thoroughly familiar with the provisions of the contract documents.

The BIDDER agrees that this bid shall not expire for a period of sixty (60) calendar days after bid closing and may not be withdrawn after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, BIDDER will execute the formal contract attached within ten (10) days and deliver Bonds required by the Town. The bid security attached in the sum of 5% of the total PROJECT Bid (\$ 497,003) is to become the property of the OWNER in the event the contract is not executed within the time above set forth for the delay and additional time expense to the OWNER caused thereby.

Respectfully submitted:



Signature

President May 14, 2020

Title/Date

36393 Sussex Highway

Address

Delmar DE 19940

22673879

License Number (If applicable)

Seal - (if bid is by a corporation)

END OF SECTION



ORDINANCE 2020-03

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN APPROVING THE FY21 BUDGET AS SUBMITTED.

THIS ORDINANCE was introduced and read at a meeting of the Town Council held on the 11th day of May, 2020, and thereafter a statement of the substance of the Ordinance was published as required by law.

A PUBLIC HEARING was held and this Ordinance was adopted this _____ day of _____, 2020, by the Mayor and Council of the Town of Berlin, Maryland, by affirmative vote of _____ in favor to _____ opposed, with _____ abstaining, and _____ absent.

Elroy Brittingham, Vice President

This Ordinance was approved this _____ day of _____, 2020 by the Mayor of the Town of Berlin and is effective at the start of the 2021 Fiscal Year on July 1, 2020.

Wm. G. Williams, III, Mayor

ATTEST:

Jeffrey Fleetwood, Town Administrator



Town of Berlin, MD

Budget Comparison Report

Account Summary

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Fund: 01 - GENERAL FUND								
Department: 4001 - GENERAL FUND REVENUES								
01-4001-3000	PRIOR YEAR ABATEMENT	-12,552.01	111,663.27	-277.95	0.00	0.00	0.00	0.00%
01-4001-3005	REAL PROPERTY	2,696,538.75	2,787,585.11	3,530,815.45	3,427,000.00	3,580,107.00	153,107.00	4.47%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	RE TAX RATE AT 0.80		0.00	0.00	-3,580,107.00			
01-4001-3015	CORPORATION TAX	193,118.88	181,753.63	170,021.93	180,000.00	150,000.00	-30,000.00	-16.67%
01-4001-3020	PUBLIC UTILITIES TAX	71,170.16	97,913.71	106,892.77	80,000.00	80,000.00	0.00	0.00%
01-4001-3021	ROOM TAX	30,556.39	37,235.49	30,113.73	25,000.00	10,000.00	-15,000.00	-60.00%
01-4001-3022	ADMISSION TAX	9,712.67	0.00	0.00	0.00	0.00	0.00	0.00%
01-4001-3025	DISCOUNT	-6,863.77	-7,234.92	0.00	0.00	0.00	0.00	0.00%
01-4001-3030	IN LIEU OF TAX	157,000.00	157,000.00	78,500.00	157,000.00	182,076.00	25,076.00	15.97%
01-4001-3040	STATE INCOME TAX	365,721.23	518,973.06	237,789.21	300,000.00	150,000.00	-150,000.00	-50.00%
01-4001-3060	PENALTY AND INTEREST	27,615.40	32,989.03	7,424.01	3,000.00	3,000.00	0.00	0.00%
01-4001-3105	BUILDING PLAN REVIEW	5,794.00	5,765.00	3,718.00	3,000.00	2,500.00	-500.00	-16.67%
01-4001-3106	BUILDING PERMIT	58,080.57	108,174.71	58,412.44	60,000.00	45,000.00	-15,000.00	-25.00%
01-4001-3108	SIGN PERMIT	5,221.26	1,175.40	767.65	1,500.00	1,000.00	-500.00	-33.33%
01-4001-3109	MISCELLANEOUS PERMIT	6,992.31	8,531.63	7,482.00	5,000.00	4,000.00	-1,000.00	-20.00%
01-4001-3113	FRANCHISE FEES	90,453.15	104,378.97	80,505.51	88,000.00	104,000.00	16,000.00	18.18%
01-4001-3115	BUSINESS LICENSE	36,177.32	38,599.20	2,922.34	35,000.00	30,000.00	-5,000.00	-14.29%
01-4001-3120	INSURANCE REFUND	0.00	28,881.14	0.00	0.00	0.00	0.00	0.00%
01-4001-3230	DNR GRANT	0.00	134,680.00	0.00	0.00	0.00	0.00	0.00%
01-4001-3240	HIGHWAY USER REVENUE	153,066.25	168,982.60	130,662.19	213,172.00	111,000.00	-102,172.00	-47.93%
01-4001-3241	MDOT BIKEWAYS GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-4001-3242	STATE POLICE AID	62,858.00	62,521.00	41,269.82	54,438.00	54,000.00	-438.00	-0.80%
01-4001-3246	MAINSTREET TOURISM	13,199.95	35,286.88	23,341.00	1,000.00	1,000.00	0.00	0.00%
01-4001-3247	SLOT REVENUE	353,053.99	384,485.34	261,719.28	350,000.00	200,000.00	-150,000.00	-42.86%
01-4001-3248	FACADE GRANT	36,501.13	13,498.87	24,264.24	30,000.00	5,000.00	-25,000.00	-83.33%
01-4001-3270	COUNTY GRANT	455,000.00	465,000.00	465,000.00	465,000.00	465,000.00	0.00	0.00%
01-4001-3300	PARKING FINE	975.00	325.00	125.00	100.00	100.00	0.00	0.00%
01-4001-3351	PLANNING AND COMMISSION FI	0.00	600.00	0.00	0.00	0.00	0.00	0.00%
01-4001-3352	BOARD OF ZONING APPEAL	1,500.00	650.00	365.00	650.00	325.00	-325.00	-50.00%

Budget Comparison Report

					Comparison 1 Budget		Comparison 1 to Parent Budget	%
		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget 2019-2020	2020-2021	Increase / (Decrease)	
Account Number								
01-4001-3353	GRASS CUTTING	280.00	880.00	870.00	500.00	500.00	0.00	0.00%
01-4001-3354	WASTE COLLECTION	20,573.33	20,281.66	20,323.33	20,000.00	20,000.00	0.00	0.00%
01-4001-3355	POLICE REPORT FEE	1,150.00	750.00	909.00	500.00	500.00	0.00	0.00%
01-4001-3356	FINGERPRINT FEE	13,770.00	13,357.00	9,123.50	8,000.00	8,000.00	0.00	0.00%
01-4001-3460	GENERAL OH WATER CONTRIBU	82,551.00	83,599.00	88,086.00	88,086.00	75,235.00	-12,851.00	-14.59%
01-4001-3461	GENERAL OH SEWER CONTRIBU	248,925.00	203,089.00	204,758.00	204,758.00	181,833.00	-22,925.00	-11.20%
01-4001-3462	GENERAL OH ELECTRIC CONTRIB	205,345.00	225,588.00	228,016.00	228,016.00	204,962.00	-23,054.00	-10.11%
01-4001-3463	STORMWATER GEN OH CONTRIE	15,243.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-4001-3464	ELECTRIC FUND REIMBURSMEN1	12,235.00	11,968.66	11,722.00	11,722.00	11,324.00	-398.00	-3.40%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	2002 RDA BOND 97 50% INTEREST		0.00	0.00	-11,324.00			
01-4001-3465	WATER FUND REIMBURSMEN1	1,470.00	1,436.24	1,407.00	1,407.00	1,359.00	-48.00	-3.41%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	2002 RDA BOND 97 6% INTEREST		0.00	0.00	-1,359.00			
01-4001-3466	SEWER FUND REIMBURSMEN1	4,650.00	4,548.10	4,455.00	4,455.00	4,303.00	-152.00	-3.41%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	2002 RDA BOND 97 19% INTEREST		0.00	0.00	-4,303.00			
01-4001-3467	RECYCLING DISCOUNT	13,417.53	9,512.58	5,945.14	5,000.00	4,000.00	-1,000.00	-20.00%
01-4001-3500	RENT	2,550.00	700.00	-200.00	500.00	100.00	-400.00	-80.00%
01-4001-3590	IMPACT FEE RESIDENTIAL	78,000.00	158,000.00	11,622.00	30,000.00	20,000.00	-10,000.00	-33.33%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	RESIDENTIAL		10.00	-2,000.00	-20,000.00			
01-4001-3591	IMPACT FEE COMMERCIAL	18,070.00	8,987.00	6,760.00	10,000.00	10,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	COMMERCIAL \$1 PER SQ FT		10.00	-1,000.00	-10,000.00			
01-4001-3701	INTEREST EARNED	35,455.75	29,464.23	25,222.92	15,000.00	10,000.00	-5,000.00	-33.33%
01-4001-3800	MISCELLANEOUS INCOME	11,441.27	5,681.85	14,376.25	2,000.00	1,000.00	-1,000.00	-50.00%
01-4001-3805	PARKS AND RECREATION GRANT	117,395.00	0.00	0.00	0.00	107,500.00	107,500.00	0.00%

Budget Comparison Report

Account Number	Description	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Budget Detail								
Budget Code								
2020-2021	COMMUNITY PLAYGROUND AND PARKS GRAN	0.00	0.00	0.00	-107,500.00			
01-4001-3810	DONATION	0.00	16.00	0.00	0.00	0.00	0.00	0.00%
01-4001-3815	CHRISTMAS PARADE	5,650.00	4,664.50	4,310.00	5,000.00	4,000.00	-1,000.00	-20.00%
01-4001-3820	POLICE CPA PROG REVENUE	1,642.32	1,722.73	3,408.60	2,000.00	2,000.00	0.00	0.00%
01-4001-3821	POLICE FORFEITURE FUND	0.00	13,154.00	0.00	0.00	0.00	0.00	0.00%
01-4001-3867	CONTRIBUTION FROM SEWER FI	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00%
01-4001-3868	CONTRIBUTION FROM STORMW	0.00	0.00	0.00	0.00	25,000.00	25,000.00	0.00%
01-4001-3870	GAIN LOSS DISPOSAL OF ASSETS	5,744.25	422.13	0.00	0.00	0.00	0.00	0.00%
01-4001-3871	CONTRIBUTION FROM RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-4001-3874	BOND LOAN PROCEEDS	0.00	0.00	0.00	50,000.00	0.00	-50,000.00	-100.00%
01-4001-3884	SITE PLAN REVIEW	1,100.00	575.00	6,447.40	1,050.00	2,500.00	1,450.00	138.10%
01-4001-3888	COUNTY LIQUOR BOARD	25,125.00	25,125.00	0.00	0.00	0.00	0.00	0.00%
01-4001-3899	NSF HOLDING ACCOUNT	0.00	28.00	28.00	0.00	0.00	0.00	0.00%
Total Department: 4001 - GENERAL FUND REVENUES:		5,732,674.08	6,302,964.80	5,909,423.76	6,166,854.00	5,922,224.00	-244,630.00	-3.97%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5000 - ELECTED OFFICIALS								
01-5000-4001	SALARIES ELECTED AND APPOIN	36,000.44	51,812.94	36,418.65	52,500.00	52,500.00	0.00	0.00%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	MAYOR AND 5 ELECTED	MAYOR AND 5 ELECTED						
01-5000-4002	SALARIES FULL TIME	26,567.54	27,366.53	23,476.53	27,126.00	27,672.00	546.00	2.01%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	30 HOURS PT	30 HOURS PT						
01-5000-4500	FICA	4,507.43	5,800.59	4,128.20	6,092.00	6,135.00	43.00	0.71%
01-5000-4505	EMPLOYEE HEALTH INSURANCE	33,875.11	31,908.41	44,073.65	36,200.00	54,540.00	18,340.00	50.66%
01-5000-4510	RETIREMENT	4,561.85	4,672.16	4,857.12	4,688.00	5,160.00	472.00	10.07%
01-5000-4515	WORKERS' COMPENSATION	1,754.97	758.19	455.00	455.00	315.00	-140.00	-30.77%
01-5000-4530	VACATION BUY BACK	810.24	834.72	0.00	835.00	835.00	0.00	0.00%
01-5000-4550	HEALTH CLAIMS	13,245.71	16,477.19	12,434.56	22,400.00	16,400.00	-6,000.00	-26.79%
01-5000-4555	RETENTION	860.40	1,094.34	47.57	50.00	50.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	0.00	0.00	50.00				
01-5000-5200	CONTRACTED SERVICES	741.40	746.16	331.73	660.00	702.00	42.00	6.36%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	4.00	26.00	104.00				
2020-2021	ADP	3.00	186.00	558.00				
2020-2021	DRUG TESTING	1.00	40.00	40.00				
01-5000-5210	INSURANCE	10,276.15	10,280.00	10,000.00	10,795.00	11,335.00	540.00	5.00%
01-5000-5610	TELEPHONE	0.00	150.00	0.00	0.00	0.00	0.00	0.00%
01-5000-5615	TRAVEL	3,072.29	3,936.25	1,515.49	1,000.00	2,000.00	1,000.00	100.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	LESMA	0.00	0.00	1,100.00				
2020-2021	OTHER TRAVEL	0.00	0.00	900.00				
01-5000-5616	CELL PHONE	3,750.00	3,900.00	2,100.00	3,000.00	3,000.00	0.00	0.00%
01-5000-5620	DUES AND PUBLICATIONS	340.00	52.00	0.00	200.00	200.00	0.00	0.00%

Budget Comparison Report

					Comparison 1 Budget	Comparison 1 to Parent Budget		
					Parent Budget			
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	%
Account Number	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May					
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	LESMA DUES		0.00	0.00	30.00			
2020-2021	MMA DUES		0.00	0.00	60.00			
2020-2021	OTHER DUES		0.00	0.00	110.00			
01-5000-5621	EMPLOYEE TRAINING	3,051.45	737.33	0.00	0.00	0.00	0.00	0.00%
01-5000-5676	SPECIAL APPROPRIATIONS	100.00	903.87	755.24	600.00	1,000.00	400.00	66.67%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	SYMPATHY DONATIONS		0.00	0.00	1,000.00			
01-5000-5700	OFFICE SUPPLIES	2,801.09	1,981.66	689.52	750.00	750.00	0.00	0.00%
01-5000-5720	PRINTING	0.00	371.50	0.00	0.00	0.00	0.00	0.00%
Total Department: 5000 - ELECTED OFFICIALS:		146,316.07	163,783.84	141,283.26	167,351.00	182,594.00	15,243.00	9.11%

Budget Comparison Report

					Comparison 1 Budget	Comparison 1 to Parent Budget		
					Parent Budget		%	
Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5100 - ADMINISTRATION								
01-5100-2921	CONTRIBUTION TO STORMWAT	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-5100-4002	SALARIES FULL TIME	331,217.38	344,804.85	306,620.23	339,550.00	297,370.00	-42,180.00	-12.42%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	4 FTES	4 FTES						
01-5100-4004	SALARIES OVERTIME	603.93	220.73	25.96	500.00	500.00	0.00	0.00%
01-5100-4068	ELECTION EXPENSE	0.00	416.14	0.00	0.00	3,000.00	3,000.00	0.00%
01-5100-4500	FICA	24,710.17	25,687.30	21,681.89	26,020.00	22,788.00	-3,232.00	-12.42%
01-5100-4505	EMPLOYEE HEALTH INSURANCE	45,779.15	48,714.14	50,865.77	41,900.00	43,801.00	1,901.00	4.54%
01-5100-4510	RETIREMENT	34,723.31	34,431.18	33,298.74	33,100.00	36,080.00	2,980.00	9.00%
01-5100-4515	WORKERS' COMPENSATION	1,977.80	2,046.59	1,222.00	1,225.00	841.00	-384.00	-31.35%
01-5100-4530	VACATION BUY BACK	4,154.40	4,379.61	0.00	4,425.00	5,120.00	695.00	15.71%
01-5100-4545	VEHICLE ALLOWANCE	4,500.08	4,500.00	3,980.84	4,500.00	4,500.00	0.00	0.00%
01-5100-4550	HEALTH CLAIMS	16,268.34	22,003.60	13,125.77	29,900.00	16,480.00	-13,420.00	-44.88%
01-5100-4555	RETENTION	2,916.60	3,559.77	245.28	243.50	200.00	-43.50	-17.86%
Budget Detail								
Budget Code	Description	Units		Price	Amount			
2020-2021	GIFT CARDS	4.00		50.00	200.00			
01-5100-5000	PROFESSIONAL SERVICES	0.00	34,057.89	6,466.73	0.00	0.00	0.00	0.00%
01-5100-5005	LEGAL EXPENSES	0.00	0.00	72,350.61	25,000.00	25,000.00	0.00	0.00%
01-5100-5200	CONTRACTED SERVICES	15,996.74	31,177.72	18,994.07	12,500.00	15,524.00	3,024.00	24.19%
Budget Detail								
Budget Code	Description	Units		Price	Amount			
2020-2021	ADP	4.00		186.00	744.00			
2020-2021	CODERED, ONSOLVE	1.00		3,500.00	3,500.00			
2020-2021	DRUG TEST	4.00		40.00	160.00			
2020-2021	MAIN AND WEST ST MEMORIAL LANDSCAPINC	1.00		3,200.00	3,200.00			
2020-2021	MD DE ACCESS BIKEWAY PATH FEES	0.00		0.00	1,500.00			
2020-2021	MUNICODE MAINTENANCE & SUPPLEMENT	1.00		2,500.00	2,500.00			
2020-2021	PEST CONTROL	4.00		105.00	420.00			
2020-2021	SHREDDING	1.00		2,000.00	2,000.00			
2020-2021	TELVUE	1.00		1,500.00	1,500.00			
01-5100-5210	INSURANCE	5,025.00	5,277.00	5,166.33	5,541.00	5,820.00	279.00	5.04%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	5% INCREASE	5% INCREASE						

Budget Comparison Report

					Comparison 1 Budget	Comparison 1 to Parent Budget		
		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget 2019-2020	2020-2021	Increase / (Decrease)	%
Account Number								
01-5100-5255	CAPITAL OUTLAY EQUIPMENT	84,049.29	211,404.88	120,959.12	25,000.00	0.00	-25,000.00	-100.00%
01-5100-5257	VEHICLE MAINTENANCE	0.00	-79.91	-399.59	300.00	300.00	0.00	0.00%
01-5100-5264	WEBSITE	2,800.00	6,750.00	2,025.00	3,900.00	2,900.00	-1,000.00	-25.64%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	D3 WEBSITE MAINT		1.00	1,500.00	1,500.00			
2020-2021	DOTGOV DOMAIN NAME		1.00	400.00	400.00			
2020-2021	MUNICODE TOWN CODE ON WEB		1.00	1,000.00	1,000.00			
01-5100-5266	TRANSFER TO RESERVES	0.00	0.00	0.00	0.00	175,000.00	175,000.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	STABILIZATION RESERVE		0.00	0.00	100,000.00			
2020-2021	TRANSFER FROM SEWER FUND		0.00	0.00	50,000.00			
2020-2021	TRANSFER FROM ST WATER		0.00	0.00	25,000.00			
01-5100-5268	SLOT CONTRIBUTION TO RESERV	0.00	0.00	0.00	350,000.00	200,000.00	-150,000.00	-42.86%
01-5100-5269	ENVIRONMENTAL INITIATIVES	5,207.79	312.50	0.00	0.00	0.00	0.00	0.00%
01-5100-5400	UTILITIES	17,030.56	20,083.99	14,483.14	19,116.00	18,990.00	-126.00	-0.66%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	DOWNTOWN WIFI		0.00	0.00	1,320.00			
2020-2021	TAYLOR MUSEUM		0.00	0.00	996.00			
2020-2021	TOWN HALL		0.00	0.00	16,674.00			
01-5100-5601	POSTAGE	0.00	0.00	14.30	0.00	0.00	0.00	0.00%
01-5100-5607	FIRE&EMS FUNDING STUDIES	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-5100-5608	FIRE&EMS OPERATING ALLOCAT	250,000.00	605,000.00	544,000.00	544,500.00	400,000.00	-144,500.00	-26.54%
01-5100-5610	TELEPHONE	12,573.39	13,520.38	10,962.50	14,000.00	14,000.00	0.00	0.00%
01-5100-5615	TRAVEL	6,360.89	10,084.18	1,171.61	4,500.00	2,200.00	-2,300.00	-51.11%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	CLERK CONFERENCE		0.00	0.00	600.00			
2020-2021	EZ PASS		0.00	0.00	100.00			
2020-2021	TOWN HALL MEETINGS		0.00	0.00	1,500.00			
01-5100-5616	CELL PHONE	3,127.01	2,190.00	1,860.00	2,802.00	2,400.00	-402.00	-14.35%
01-5100-5620	DUES AND PUBLICATIONS	7,064.08	7,053.47	5,383.99	7,490.00	6,340.00	-1,150.00	-15.35%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	ADMIN DUES		0.00	0.00	510.00			

Budget Comparison Report

					Comparison 1	Comparison 1		
					Budget	to Parent Budget		
					Parent Budget		%	
					2019-2020	2020-2021	Increase /	
					2019-2020	2020-2021	(Decrease)	
Account Number		2017-2018	2018-2019	2019-2020				
		Total Activity	Total Activity	YTD Activity				
				Through May				
2020-2021	CLERK DUES		0.00	0.00	100.00			
2020-2021	CONSTANT CONTACT		0.00	0.00	600.00			
2020-2021	MD GFOA		0.00	0.00	40.00			
2020-2021	MML DUES		0.00	0.00	5,000.00			
2020-2021	TOWN'S BJ'S MEMBERSHIP		2.00	45.00	90.00			
01-5100-5621	EMPLOYEE TRAINING	20,649.25	869.50	430.00	3,500.00	2,500.00	-1,000.00	-28.57%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	CLERK MEETINGS		0.00	0.00	500.00			
2020-2021	MML CONFERENCE		0.00	0.00	1,000.00			
2020-2021	OTHER		0.00	0.00	1,000.00			
01-5100-5622	INFORMATION TECHNOLOGY	41,057.41	24,176.11	6,126.55	5,800.00	5,500.00	-300.00	-5.17%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	CARDS MANAGED NETWORK, FIREWALL		1.00	5,500.00	5,500.00			
01-5100-5630	VEHICLE FUEL	2,992.02	2,688.23	2,127.36	3,000.00	3,000.00	0.00	0.00%
01-5100-5676	SPECIAL APPROPRIATIONS	35,633.74	55,233.22	20,000.00	20,000.00	20,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	AGH CANCER CENTER		0.00	0.00	20,000.00			
01-5100-5700	OFFICE SUPPLIES	8,876.55	7,293.92	2,665.06	5,016.00	4,000.00	-1,016.00	-20.26%
01-5100-5720	PRINTING	762.59	0.00	0.00	500.00	0.00	-500.00	-100.00%
01-5100-5726	ADVERTISING	2,010.05	1,498.19	621.10	1,500.00	1,500.00	0.00	0.00%
01-5100-5789	CONTINGENCY	0.00	0.00	0.00	49,035.00	12,190.00	-36,845.00	-75.14%
01-5100-5798	MULTIPURPOSE BUILDING MAIN	4,493.34	2,327.00	0.00	0.00	0.00	0.00	0.00%
01-5100-6510	CUST SERVICE REIM GEN FUN	56,910.00	73,975.40	52,920.75	70,561.00	79,376.00	8,815.00	12.49%
Total Department: 5100 - ADMINISTRATION:		1,249,470.86	1,605,657.58	1,319,395.11	1,654,924.50	1,427,220.00	-227,704.50	-13.76%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5120 - FINANCE								
01-5120-4002	SALARIES FULL TIME	167,178.43	172,251.28	148,873.17	172,040.00	175,475.00	3,435.00	2.00%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	3 FTES	3 FTES						
01-5120-4004	SALARIES OVERTIME	102.29	1,133.08	35.12	300.00	300.00	0.00	0.00%
01-5120-4500	FICA	12,129.01	12,846.88	10,929.81	13,185.00	13,450.00	265.00	2.01%
01-5120-4505	EMPLOYEE HEALTH INSURANCE	12,716.70	8,393.00	11,570.64	15,000.00	12,550.00	-2,450.00	-16.33%
01-5120-4510	RETIREMENT	15,103.80	16,504.12	17,801.84	17,675.00	21,485.00	3,810.00	21.56%
01-5120-4515	WORKERS' COMPENSATION	1,496.68	706.06	620.00	620.00	430.00	-190.00	-30.65%
01-5120-4545	VEHICLE ALLOWANCE	2,644.20	2,644.20	2,339.10	2,714.00	2,714.00	0.00	0.00%
01-5120-4550	HEALTH CLAIMS	4,861.16	6,241.62	3,419.03	6,400.00	4,440.00	-1,960.00	-30.63%
01-5120-4555	RETENTION	2,041.23	2,678.38	142.71	155.00	155.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	BLOOD BANK	1.00	5.00	5.00				
2020-2021	GIFT CARDS	3.00	50.00	150.00				
01-5120-5000	PROFESSIONAL SERVICES	48,675.00	51,740.00	49,875.00	48,500.00	50,000.00	1,500.00	3.09%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	PKS ANNUAL AUDIT	1.00	36,000.00	36,000.00				
2020-2021	PKS FIRE CO AUDIT	1.00	11,000.00	11,000.00				
2020-2021	PKS UFR STATEMENTS	1.00	3,000.00	3,000.00				
01-5120-5200	CONTRACTED SERVICES	583.81	515.52	417.37	660.00	678.00	18.00	2.73%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	3.00	186.00	558.00				
2020-2021	DRUG TESTING	3.00	40.00	120.00				
01-5120-5210	INSURANCE	1,411.50	1,258.50	1,397.00	1,557.00	1,635.00	78.00	5.01%
01-5120-5615	TRAVEL	4,122.68	6,793.25	1,149.58	2,600.00	3,500.00	900.00	34.62%
01-5120-5616	CELL PHONE	600.00	600.00	550.00	1,000.00	1,800.00	800.00	80.00%
01-5120-5620	DUES AND PUBLICATIONS	280.00	280.00	280.00	280.00	280.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GFOA MEMBERSHIP	1.00	160.00	160.00				
2020-2021	MD GFOA MEMBERSHIP	3.00	40.00	120.00				

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
01-5120-5621	EMPLOYEE TRAINING	3,151.48	4,945.00	-40.00	4,025.00	4,325.00	300.00	7.45%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	CPFO		1.00	1,000.00	1,000.00			
2020-2021	GFOA COURSES		1.00	1,300.00	1,300.00			
2020-2021	MDGFOA CONFERENCE		3.00	175.00	525.00			
2020-2021	TYLER CLASSES		3.00	500.00	1,500.00			
01-5120-5700	OFFICE SUPPLIES	3,152.47	6,455.40	1,291.26	2,000.00	2,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	1099 FORMS		1.00	200.00	200.00			
2020-2021	CHECK STOCK		1.00	300.00	300.00			
2020-2021	OFFICE SUPPLIES		1.00	500.00	500.00			
2020-2021	PRINTER TONER		1.00	1,000.00	1,000.00			
Total Department: 5120 - FINANCE:		280,250.44	295,986.29	250,651.63	288,711.00	295,217.00	6,506.00	2.25%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Comparison 1	Comparison 1		%
					Budget	to Parent Budget		
					Parent Budget			
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5125 - CUSTOMER ACCOUNTS								
01-5125-4002	SALARIES FULL TIME	124,001.26	125,830.12	102,385.91	118,300.00	120,660.00	2,360.00	1.99%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	3 FTES	3 FTES						
01-5125-4004	SALARIES OVERTIME	1,455.00	1,318.48	113.94	1,000.00	1,000.00	0.00	0.00%
01-5125-4500	FICA	9,908.04	9,701.35	7,471.07	9,127.00	9,310.00	183.00	2.01%
01-5125-4505	EMPLOYEE HEALTH INSURANCE	10,794.14	9,942.98	22,707.96	12,140.00	24,240.00	12,100.00	99.67%
01-5125-4510	RETIREMENT	11,743.87	12,504.12	12,626.84	12,500.00	15,170.00	2,670.00	21.36%
01-5125-4515	WORKERS' COMPENSATION	1,496.68	798.14	480.00	480.00	350.00	-130.00	-27.08%
01-5125-4530	VACATION BUY BACK	1,316.16		0.00	0.00	0.00	0.00	0.00%
01-5125-4550	HEALTH CLAIMS	2,687.89	2,493.85	4,317.52	6,400.00	10,840.00	4,440.00	69.38%
01-5125-4555	RETENTION	2,041.24	2,678.38	142.71	150.00	150.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	HOLIDAY GIFT CARD	3.00	50.00	150.00				
01-5125-5200	CONTRACTED SERVICES	32,186.65	34,614.90	31,205.06	33,560.00	34,578.00	1,018.00	3.03%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	3.00	186.00	558.00				
2020-2021	DRUG TESTING	3.00	40.00	120.00				
2020-2021	LOGICS LICENSE	0.00	0.00	3,400.00				
2020-2021	MISC OTHER	0.00	0.00	500.00				
2020-2021	TYLER ANNUAL SUPPORT	0.00	0.00	26,000.00				
2020-2021	TYLER ON LINE BILLING	0.00	0.00	4,000.00				
01-5125-5210	INSURANCE	2,218.50	1,258.50	2,500.00	2,450.00	2,580.00	130.00	5.31%
01-5125-5220	RENTAL OFFICE EQUIPMENT	8,517.99	11,800.49	13,008.40	13,000.00	14,000.00	1,000.00	7.69%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	COPIERS	0.00	0.00	11,000.00				
2020-2021	MAIL STUFFER	0.00	0.00	3,000.00				
01-5125-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-5125-5601	POSTAGE	24,716.65	24,093.01	24,323.49	30,000.00	28,200.00	-1,800.00	-6.00%
01-5125-5615	TRAVEL	1,892.04	2,089.57	125.87	1,400.00	2,000.00	600.00	42.86%
01-5125-5616	CELL PHONE	0.00	0.00	150.00	600.00	1,800.00	1,200.00	200.00%
01-5125-5621	EMPLOYEE TRAINING	2,923.35	3,566.74	0.00	2,000.00	2,000.00	0.00	0.00%
01-5125-5622	INFORMATION TECHNOLOGY	0.00	47,442.16	45,448.69	49,656.00	68,000.00	18,344.00	36.94%

Budget Comparison Report

					Comparison 1 Budget	Comparison 1 to Parent Budget		
					Parent Budget			
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	%
Account Number	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May					
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	CARDS IT SERVER SERVICES		0.00	0.00	14,100.00			
2020-2021	CARDS SERVICE AGREEMENT		0.00	0.00	47,200.00			
2020-2021	MICROSOFT WINDOWS CARDS IT		0.00	0.00	6,700.00			
01-5125-5700	OFFICE SUPPLIES	5,257.85	18,600.20	15,905.89	32,042.00	30,000.00	-2,042.00	-6.37%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	OTHER		0.00	0.00	27,300.00			
2020-2021	SERVER HARDWARE CARDS IT		0.00	0.00	2,700.00			
01-5125-5720	PRINTING	1,087.00	1,196.22	2,963.46	1,000.00	3,000.00	2,000.00	200.00%
01-5125-5780	BAD DEBT EXPENSE	5,095.44	19,177.49	0.00	5,000.00	5,000.00	0.00	0.00%
01-5125-5785	CREDIT CARD FEE	18,893.47	21,968.77	17,539.93	22,000.00	24,000.00	2,000.00	9.09%
01-5125-6505	REIMBURSEMENTS	-284,547.96	-369,877.00	-264,603.75	-352,805.00	-396,878.00	-44,073.00	12.49%
Total Department: 5125 - CUSTOMER ACCOUNTS:		-16,314.74	-18,801.53	38,812.99	0.00	0.00	0.00	0.00%

Budget Comparison Report

					Comparison 1	Comparison 1		
					Parent Budget	Budget	to Parent Budget	%
Account Number		2017-2018	2018-2019	2019-2020	2019-2020	2020-2021	Increase /	
		Total Activity	Total Activity	YTD Activity	2019-2020	2020-2021	(Decrease)	
				Through May				
Department: 5130 - BUILDING AND GROUNDS								
01-5130-5200	CONTRACTED SERVICES	54,285.47	71,591.11	49,376.67	53,450.00	41,450.00	-12,000.00	-22.45%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	HENRY PARK RESTROOM CLEANING		0.00	0.00	10,950.00			
2020-2021	TOWN HALL CLEANING		0.00	0.00	30,500.00			
01-5130-5250	BUILDING MAINTENANCE	13,741.17	7,983.30	6,846.28	8,500.00	7,500.00	-1,000.00	-11.76%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	BLDG REPAIRS		0.00	0.00	3,000.00			
2020-2021	HVAC		0.00	0.00	3,000.00			
2020-2021	MISC TOOLS		0.00	0.00	1,500.00			
01-5130-5251	EQUIPMENT MAINTENANCE	65.87	6,627.76	2,751.17	500.00	1,000.00	500.00	100.00%
01-5130-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	21,925.65	30,000.00	0.00	-30,000.00	-100.00%
Total Department: 5130 - BUILDING AND GROUNDS:		68,092.51	86,202.17	80,899.77	92,450.00	49,950.00	-42,500.00	-45.97%

Budget Comparison Report

					Comparison 1 Budget		Comparison 1 to Parent Budget	
					Parent Budget			
		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	%
Account Number								
Department: 5200 - POLICE								
01-5200-4002	SALARIES FULL TIME	941,237.63	968,198.61	775,484.11	975,624.00	1,036,560.00	60,936.00	6.25%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	14 SWORN, 5 FTES, 3 PTS	14 SWORN, 5 FTES, 3 PTS						
2020-2021	9% INCREASE SWORN 2% REGULAR	9% INCREASE SWORN 2% REGULAR						
01-5200-4003	SALARIES PART TIME AND TEMP	10,594.17	8,472.66	8,445.40	10,000.00	10,000.00	0.00	0.00%
01-5200-4004	SALARIES OVERTIME	75,983.31	69,856.24	86,839.09	66,000.00	70,000.00	4,000.00	6.06%
01-5200-4500	FICA	75,412.47	79,735.62	65,855.89	81,000.00	85,420.00	4,420.00	5.46%
01-5200-4505	EMPLOYEE HEALTH INSURANCE	142,807.76	125,455.37	132,016.54	139,100.00	163,006.00	23,906.00	17.19%
01-5200-4510	RETIREMENT	86,845.64	97,524.72	101,353.20	100,719.00	125,465.00	24,746.00	24.57%
01-5200-4515	WORKERS' COMPENSATION	67,489.31	232,995.11	148,920.00	152,000.00	102,500.00	-49,500.00	-32.57%
01-5200-4530	VACATION BUY BACK	9,215.46	9,753.82	0.00	10,050.00	10,777.00	727.00	7.23%
01-5200-4550	HEALTH CLAIMS	55,844.46	42,754.40	37,870.72	77,600.00	65,600.00	-12,000.00	-15.46%
01-5200-4555	RETENTION	14,773.68	18,975.79	1,088.93	1,120.00	1,100.00	-20.00	-1.79%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	22.00	50.00	1,100.00				
01-5200-5000	PROFESSIONAL SERVICES	10,920.96	6,280.44	0.00	0.00	0.00	0.00	0.00%
01-5200-5200	CONTRACTED SERVICES	31,692.79	30,288.69	27,615.33	38,251.00	38,250.00	-1.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ABSOLUTE SECURITY	1.00	1,200.00	1,200.00				
2020-2021	ADP PAYROLL	1.00	3,600.00	3,600.00				
2020-2021	AXON CAMERA	1.00	6,521.00	6,521.00				
2020-2021	BACKGROUND CHECKS	1.00	250.00	250.00				
2020-2021	CAPWIN	1.00	3,020.00	3,020.00				
2020-2021	CJIS	12.00	140.00	1,680.00				
2020-2021	COMMUNICATION SERVICES	1.00	150.00	150.00				
2020-2021	CROSSMATCH	1.00	1,300.00	1,300.00				
2020-2021	CROWNE POINTE TECH	1.00	1,200.00	1,200.00				
2020-2021	FIDELITY POWER	1.00	2,054.00	2,054.00				
2020-2021	FIRE PROTECTIVE SERVICE	1.00	300.00	300.00				
2020-2021	HARRIS RADIO CONTRACT	1.00	1,730.00	1,730.00				
2020-2021	IACP NET	1.00	525.00	525.00				
2020-2021	KENNILING	36.00	20.00	720.00				
2020-2021	MIDWEST RADAR	1.00	450.00	450.00				
2020-2021	MITEL	1.00	610.00	610.00				

Budget Comparison Report

					Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Account Number								
2020-2021	REAL HVAC		1.00	3,900.00	3,900.00			
2020-2021	VCA ANIMAL HOSRPITAL		1.00	2,000.00	2,000.00			
2020-2021	VZW		12.00	520.00	6,240.00			
2020-2021	WOC INJURY & ILLNESS		1.00	800.00	800.00			
01-5200-5210	INSURANCE	14,645.00	15,590.00	15,508.00	15,987.00	16,787.00	800.00	5.00%
01-5200-5220	RENTAL OFFICE EQUIPMENT	0.00	0.00	2,529.44	2,640.00	2,640.00	0.00	0.00%
01-5200-5250	BUILDING MAINTENANCE	727.40	3,859.55	245.88	3,000.00	15,300.00	12,300.00	410.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	CONTRACT CLEANING		0.00	0.00	12,000.00			
2020-2021	GENERAL MAINTENANCE		0.00	0.00	3,300.00			
01-5200-5251	EQUIPMENT MAINTENANCE	0.00	433.26	220.00	500.00	500.00	0.00	0.00%
01-5200-5255	CAPITAL OUTLAY EQUIPMENT	1,631,411.54	50,981.04	0.00	0.00	0.00	0.00	0.00%
01-5200-5257	VEHICLE MAINTENANCE	15,203.50	17,508.79	19,626.67	13,000.00	15,000.00	2,000.00	15.38%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	VEHICLE MAINTENANCE		20.00	750.00	15,000.00			
01-5200-5400	UTILITIES	16,007.40	13,408.36	10,132.09	19,980.00	18,600.00	-1,380.00	-6.91%
01-5200-5601	POSTAGE	10.31	90.06	48.40	200.00	200.00	0.00	0.00%
01-5200-5610	TELEPHONE	8,625.99	4,663.41	4,352.94	5,400.00	5,400.00	0.00	0.00%
01-5200-5615	TRAVEL	1,236.16	1,786.89	1,489.32	2,800.00	2,500.00	-300.00	-10.71%
01-5200-5616	CELL PHONE	7,050.00	7,800.00	5,750.00	8,400.00	8,400.00	0.00	0.00%
01-5200-5620	DUES AND PUBLICATIONS	950.00	865.00	865.00	1,000.00	925.00	-75.00	-7.50%
01-5200-5621	EMPLOYEE TRAINING	30,731.79	23,060.30	3,464.00	15,500.00	13,500.00	-2,000.00	-12.90%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	ANNUAL INSERVICE		1.00	800.00	800.00			
2020-2021	CIVILIAN STAFF		1.00	500.00	500.00			
2020-2021	JOB RELATED TRAINING		1.00	10,000.00	10,000.00			
2020-2021	K9 TRAINING		1.00	1,000.00	1,000.00			
2020-2021	SPECIALIZED TRAINING		1.00	1,200.00	1,200.00			
01-5200-5622	INFORMATION TECHNOLOGY	0.00	0.00	9,429.67	8,210.00	9,600.00	1,390.00	16.93%
01-5200-5626	FINGERPRINT EXPENSE	9,205.00	9,178.42	6,577.75	8,000.00	8,000.00	0.00	0.00%
01-5200-5630	VEHICLE FUEL	30,071.70	35,007.12	23,936.00	36,000.00	36,000.00	0.00	0.00%
01-5200-5647	CLOTHING PURCHASE	7,544.17	4,271.68	588.34	4,000.00	4,000.00	0.00	0.00%
01-5200-5648	LAUNDRY AND DRYCLEANING	1,355.00	1,240.00	852.00	1,300.00	1,300.00	0.00	0.00%
01-5200-5650	NON-CAPITAL EQUIPMENT	20,152.70	6,929.50	0.00	0.00	0.00	0.00	0.00%

Budget Comparison Report

		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Comparison 1 Budget		Comparison 1 to Parent Budget	%
					Parent Budget 2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Account Number								
01-5200-5676	SPECIAL APPROPRIATIONS	1,050.00	1,050.00	0.00	1,050.00	1,050.00	0.00	0.00%
01-5200-5700	OFFICE SUPPLIES	2,356.43	1,734.22	2,642.22	2,500.00	2,500.00	0.00	0.00%
01-5200-5726	ADVERTISING	0.00	0.00	0.00	500.00	500.00	0.00	0.00%
01-5200-5730	SUPPLIES AND OPERATIONS	21,773.21	17,375.71	7,025.11	19,000.00	19,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	AMMUNITION, TARGETS, EQUIPMENT		1.00	3,800.00	3,800.00			
2020-2021	K9 EQUIPMENT & FOOD		2.00	1,250.00	2,500.00			
2020-2021	OTHER		1.00	10,900.00	10,900.00			
2020-2021	TASER		1.00	1,000.00	1,000.00			
2020-2021	VESTS		1.00	800.00	800.00			
Total Department: 5200 - POLICE:		3,342,924.94	1,907,124.78	1,500,772.04	1,820,431.00	1,890,380.00	69,949.00	3.84%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5300 - PUBLIC WORKS								
01-5300-4002	SALARIES FULL TIME	33,398.62	34,283.65	10,063.49	30,525.00	70,000.00	39,475.00	129.32%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	1 FTE	1 FTE						
01-5300-4500	FICA	2,454.36	2,474.25	754.63	2,340.00	5,355.00	3,015.00	128.85%
01-5300-4505	EMPLOYEE HEALTH INSURANCE	2,648.05	2,541.07	849.61	2,500.00	12,005.00	9,505.00	380.20%
01-5300-4510	RETIREMENT	3,013.31	3,356.00	3,087.69	3,075.00	8,501.00	5,426.00	176.46%
01-5300-4515	WORKERS' COMPENSATION	5,239.33	201.72	125.00	125.00	125.00	0.00	0.00%
01-5300-4530	VACATION BUY BACK	765.36	0.00	0.00	0.00	0.00	0.00	0.00%
01-5300-4550	HEALTH CLAIMS	1,506.74	1,598.30	50.45	1,490.00	4,440.00	2,950.00	197.99%
01-5300-4555	RETENTION	606.35	306.83	0.00	16.50	0.00	-16.50	-100.00%
01-5300-5200	CONTRACTED SERVICES	8,968.74	1,936.46	2,861.89	5,179.00	5,676.00	497.00	9.60%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	1.00	186.00	186.00				
2020-2021	DRUG TESTING	1.00	40.00	40.00				
2020-2021	FIRE EXTINGUISHERS	0.00	0.00	250.00				
2020-2021	MISS UTILITY	0.00	0.00	200.00				
2020-2021	UNIFIRST CLOTHING	0.00	0.00	5,000.00				
01-5300-5210	INSURANCE	1,212.00	1,220.00	1,200.00	1,282.00	1,350.00	68.00	5.30%
01-5300-5251	EQUIPMENT MAINTENANCE	0.00	292.59	53.84	0.00	0.00	0.00	0.00%
01-5300-5255	CAPITAL OUTLAY EQUIPMENT	19,299.78	0.00	0.00	0.00	0.00	0.00	0.00%
01-5300-5257	VEHICLE MAINTENANCE	5,509.35	700.21	105.28	1,000.00	500.00	-500.00	-50.00%
01-5300-5400	UTILITIES	14,329.29	7,800.34	5,012.46	6,500.00	6,500.00	0.00	0.00%
01-5300-5610	TELEPHONE	6,556.67	6,470.24	5,025.22	4,500.00	6,200.00	1,700.00	37.78%
01-5300-5615	TRAVEL	124.10	707.44	151.26	250.00	250.00	0.00	0.00%
01-5300-5616	CELL PHONE	150.00	183.34	90.00	200.00	600.00	400.00	200.00%
01-5300-5620	DUES AND PUBLICATIONS	99.00	119.00	119.00	120.00	120.00	0.00	0.00%
01-5300-5621	EMPLOYEE TRAINING	640.62	631.51	0.00	750.00	750.00	0.00	0.00%
01-5300-5630	VEHICLE FUEL	3,209.03	2,951.67	2,676.13	3,000.00	3,000.00	0.00	0.00%
01-5300-5700	OFFICE SUPPLIES	1,181.43	4,437.05	951.56	758.00	500.00	-258.00	-34.04%
01-5300-5730	SUPPLIES AND OPERATIONS	3,345.09	11,794.20	5,705.37	8,500.00	8,000.00	-500.00	-5.88%
01-5300-5740	SAFETY SUPPLIES AND MATERIAL	485.52	0.00	27.98	0.00	0.00	0.00	0.00%
Total Department: 5300 - PUBLIC WORKS:		114,742.74	84,005.87	38,910.86	72,110.50	133,872.00	61,761.50	85.65%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5310 - SANITATION								
01-5310-4002	SALARIES FULL TIME	113,425.60	117,042.85	101,346.55	116,777.00	119,110.00	2,333.00	2.00%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	3 FTES	3 FTES						
01-5310-4004	SALARIES OVERTIME	8,067.20	7,070.61	2,029.21	8,500.00	8,500.00	0.00	0.00%
01-5310-4500	FICA	8,304.79	8,673.50	6,905.72	9,585.00	9,765.00	180.00	1.88%
01-5310-4505	EMPLOYEE HEALTH INSURANCE	28,012.06	29,598.69	38,376.09	29,700.00	39,390.00	9,690.00	32.63%
01-5310-4510	RETIREMENT	10,478.94	12,204.12	12,093.84	11,967.00	14,885.00	2,918.00	24.38%
01-5310-4515	WORKERS' COMPENSATION	16,855.68	13,626.87	7,000.00	7,000.00	4,820.00	-2,180.00	-31.14%
01-5310-4520	UNEMPLOYMENT	559.92	0.00	0.00	0.00	0.00	0.00	0.00%
01-5310-4530	VACATION BUY BACK	891.84	918.72	0.00	919.00	920.00	1.00	0.11%
01-5310-4550	HEALTH CLAIMS	6,962.71	13,971.61	10,808.74	19,200.00	13,320.00	-5,880.00	-30.63%
01-5310-4555	RETENTION	2,026.22	2,704.09	142.71	150.00	150.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	3.00	50.00	150.00				
01-5310-5200	CONTRACTED SERVICES	138,094.30	137,573.45	132,074.96	120,660.00	130,678.00	10,018.00	8.30%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	3.00	186.00	558.00				
2020-2021	DRUG TESTING	3.00	40.00	120.00				
2020-2021	WO CO TIPPING FEES	0.00	0.00	130,000.00				
01-5310-5210	INSURANCE	4,780.00	5,055.00	3,641.00	4,885.00	5,130.00	245.00	5.02%
01-5310-5255	CAPITAL OUTLAY EQUIPMENT	0.00	440,274.20	0.00	0.00	0.00	0.00	0.00%
01-5310-5257	VEHICLE MAINTENANCE	28,126.36	8,856.30	9,924.16	10,000.00	10,000.00	0.00	0.00%
01-5310-5616	CELL PHONE	1,800.00	1,800.00	1,350.00	1,800.00	1,800.00	0.00	0.00%
01-5310-5630	VEHICLE FUEL	15,294.48	16,586.12	11,513.85	15,000.00	14,000.00	-1,000.00	-6.67%
01-5310-5730	SUPPLIES AND OPERATIONS	3,539.98	681.90	1,348.55	4,000.00	4,000.00	0.00	0.00%
Total Department: 5310 - SANITATION:		387,220.08	816,638.03	338,555.38	360,143.00	376,468.00	16,325.00	4.53%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5320 - STREETS								
01-5320-4002	SALARIES FULL TIME	226,890.52	228,186.90	196,616.66	229,507.00	234,450.00	4,943.00	2.15%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	5 FTES	5 FTES						
01-5320-4003	SALARIES PART TIME AND TEMP	15,053.75	13,593.25	2,640.00	6,200.00	6,200.00	0.00	0.00%
01-5320-4004	SALARIES OVERTIME	24,922.82	21,013.54	6,016.04	18,000.00	18,000.00	0.00	0.00%
01-5320-4500	FICA	19,773.70	19,221.28	15,002.52	19,410.00	21,170.00	1,760.00	9.07%
01-5320-4505	EMPLOYEE HEALTH INSURANCE	33,495.38	33,296.02	37,267.93	37,200.00	37,290.00	90.00	0.24%
01-5320-4510	RETIREMENT	23,892.83	21,112.37	20,259.12	20,090.00	28,975.00	8,885.00	44.23%
01-5320-4515	WORKERS' COMPENSATION	15,592.80	21,831.86	14,600.00	14,600.00	10,050.00	-4,550.00	-31.16%
01-5320-4530	VACATION BUY BACK	0.00	0.00	0.00	0.00	890.00	890.00	0.00%
01-5320-4550	HEALTH CLAIMS	18,300.13	12,241.82	17,454.27	25,600.00	15,280.00	-10,320.00	-40.31%
01-5320-4555	RETENTION	3,332.00	4,633.49	237.85	250.00	250.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	5.00	50.00	250.00				
01-5320-5200	CONTRACTED SERVICES	21,221.15	17,099.75	21,755.81	16,100.00	16,130.00	30.00	0.19%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	5.00	186.00	930.00				
2020-2021	DRUG TESTING	5.00	40.00	200.00				
2020-2021	MISC OTHER	0.00	0.00	15,000.00				
01-5320-5210	INSURANCE	767.00	810.00	500.00	851.00	894.00	43.00	5.05%
01-5320-5221	RENTAL EQUIPMENT	209.95	0.00	0.00	500.00	500.00	0.00	0.00%
01-5320-5251	EQUIPMENT MAINTENANCE	11,444.36	4,704.96	3,576.41	8,000.00	8,000.00	0.00	0.00%
01-5320-5252	STREET REPAIR	32,019.39	2,517.20	4,879.78	5,000.00	5,000.00	0.00	0.00%
01-5320-5255	CAPITAL OUTLAY EQUIPMENT	264,378.92	3,992.50	20,963.75	326,672.00	111,000.00	-215,672.00	-66.02%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	HARRISON AVENUE	0.00	0.00	111,000.00				
01-5320-5257	VEHICLE MAINTENANCE	20,781.93	12,872.55	3,620.89	10,000.00	10,000.00	0.00	0.00%
01-5320-5258	CAPITAL IMPROVEMTS IMPACT I	0.00	0.00	0.00	40,000.00	30,000.00	-10,000.00	-25.00%
01-5320-5262	SIDEWALK REPAIR	1,500.00	5,515.21	2,700.00	5,000.00	5,000.00	0.00	0.00%
01-5320-5615	TRAVEL	0.00	20.18	0.00	0.00	0.00	0.00	0.00%
01-5320-5616	CELL PHONE	2,750.00	2,950.00	2,250.00	3,000.00	3,000.00	0.00	0.00%
01-5320-5621	EMPLOYEE TRAINING	46.40	0.00	0.00	200.00	200.00	0.00	0.00%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
01-5320-5630	VEHICLE FUEL	8,309.41	9,821.55	4,524.63	8,000.00	8,000.00	0.00	0.00%
01-5320-5647	CLOTHING PURCHASE	0.00	1,000.00	0.00	500.00	500.00	0.00	0.00%
01-5320-5665	STREET LIGHTS	63,109.10	66,920.89	48,863.59	70,000.00	67,000.00	-3,000.00	-4.29%
01-5320-5730	SUPPLIES AND OPERATIONS	20,523.53	16,278.69	9,389.60	18,000.00	17,000.00	-1,000.00	-5.56%
01-5320-5740	SAFETY SUPPLIES AND MATERIALS	1,770.62	762.06	298.37	1,000.00	1,000.00	0.00	0.00%
Total Department: 5320 - STREETS:		830,085.69	520,396.07	433,417.22	883,680.00	655,779.00	-227,901.00	-25.79%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Comparison 1	Comparison 1		%
					Budget	to Parent Budget		
					2019-2020 2019-2020	2020-2021 2020-2021		
Department: 5400 - ECONOMIC DEVELOPMENT								
01-5400-4002	SALARIES FULL TIME	94,504.88	98,167.30	81,720.90	93,800.00	95,590.00	1,790.00	1.91%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	2 FTES	2 FTES						
01-5400-4004	SALARIES OVERTIME	1,180.92	433.78	135.00	500.00	500.00	0.00	0.00%
01-5400-4500	FICA	6,520.36	7,022.99	5,600.58	7,215.00	7,355.00	140.00	1.94%
01-5400-4505	EMPLOYEE HEALTH INSURANCE	32,335.74	33,878.36	34,934.92	24,900.00	27,000.00	2,100.00	8.43%
01-5400-4510	RETIREMENT	8,709.94	9,916.50	9,829.56	9,745.00	11,820.00	2,075.00	21.29%
01-5400-4515	WORKERS' COMPENSATION	731.12	583.23	350.00	350.00	245.00	-105.00	-30.00%
01-5400-4550	HEALTH CLAIMS	4,005.94	8,105.51	6,521.48	12,800.00	8,880.00	-3,920.00	-30.63%
01-5400-4555	RETENTION	1,395.79	1,854.08	95.14	100.00	100.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	HOLIDAY GIFT CARD	2.00	50.00	100.00				
01-5400-5200	CONTRACTED SERVICES	39,289.47	35,344.70	15,922.46	21,840.00	21,852.00	12.00	0.05%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	2.00	186.00	372.00				
2020-2021	DRUG TESTING	2.00	40.00	80.00				
2020-2021	FIRE WORKS	0.00	0.00	10,000.00				
2020-2021	GRAPHIC, RADIO AND MUSIC	0.00	0.00	11,400.00				
01-5400-5210	INSURANCE	1,126.00	1,182.00	1,000.00	1,010.00	1,065.00	55.00	5.45%
01-5400-5220	RENTAL OFFICE EQUIPMENT	0.00	2,543.17	1,933.01	2,000.00	2,000.00	0.00	0.00%
01-5400-5255	CAPITAL OUTLAY EQUIPMENT	7,835.88	7,470.00	0.00	0.00	0.00	0.00	0.00%
01-5400-5257	VEHICLE MAINTENANCE	0.00	-618.81	-405.13	500.00	500.00	0.00	0.00%
01-5400-5267	BILLBOARD	18,100.00	18,000.00	0.00	0.00	0.00	0.00	0.00%
01-5400-5400	UTILITIES	3,288.45	2,842.09	2,431.77	3,300.00	3,300.00	0.00	0.00%
01-5400-5610	TELEPHONE	4,147.70	4,277.27	3,261.86	4,200.00	4,200.00	0.00	0.00%
01-5400-5615	TRAVEL	4,534.01	4,805.41	1,278.59	5,000.00	5,000.00	0.00	0.00%
01-5400-5616	CELL PHONE	900.00	1,250.00	600.00	1,200.00	1,200.00	0.00	0.00%
01-5400-5619	SPONSORSHIPS	5,785.49	4,988.00	0.00	3,000.00	3,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	BROWN BOX THEATER	0.00	0.00	1,000.00				
2020-2021	COMMUNITY SPONSORSHIPS	0.00	0.00	600.00				
2020-2021	CONCERT ON THE LAWN	0.00	0.00	400.00				

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
2020-2021	MEMORIAL DAY PARADE		0.00	0.00	500.00			
2020-2021	MUSEUM EVENTS		0.00	0.00	500.00			
01-5400-5620	DUES AND PUBLICATIONS	1,818.00	2,649.00	1,235.11	1,500.00	1,500.00	0.00	0.00%
01-5400-5621	EMPLOYEE TRAINING	2,971.31	1,475.00	840.00	3,000.00	3,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	NATIONAL MAIN STREET CONFERENCE		0.00	0.00	1,000.00			
2020-2021	STATEWIDE TRAINING AND SEMINARS		0.00	0.00	2,000.00			
01-5400-5627	CHRISTMAS PARADE	3,342.76	1,940.00	2,708.65	2,500.00	2,500.00	0.00	0.00%
01-5400-5630	VEHICLE FUEL	3,370.60	559.02	475.21	700.00	700.00	0.00	0.00%
01-5400-5700	OFFICE SUPPLIES	3,645.91	2,855.36	2,555.93	3,505.00	2,500.00	-1,005.00	-28.67%
01-5400-5720	PRINTING	15,122.98	15,697.15	5,141.79	10,500.00	10,500.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	TOWN MAPS, RACK CARDS, DISTRIBUTION INF		0.00	0.00	10,500.00			
01-5400-5726	ADVERTISING	18,638.85	18,586.67	12,640.00	12,000.00	12,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	TV, RADIO ADS, EVENTS PROMOTIONS		0.00	0.00	12,000.00			
01-5400-5727	MARKETING	5,995.65	7,341.32	4,667.09	7,000.00	7,000.00	0.00	0.00%
01-5400-7510	DHCD GRANT	26,908.83	16,745.80	24,675.17	30,000.00	5,000.00	-25,000.00	-83.33%
Total Department: 5400 - ECONOMIC DEVELOPMENT:		316,206.58	309,894.90	220,149.09	262,165.00	238,307.00	-23,858.00	-9.10%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5440 - PLANNING								
01-5440-4002	SALARIES FULL TIME	103,624.18	106,315.49	91,525.05	105,761.00	107,880.00	2,119.00	2.00%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	2 FTES	2 FTES						
01-5440-4004	SALARIES OVERTIME	1,272.97	1,656.75	1,156.20	1,200.00	1,200.00	0.00	0.00%
01-5440-4500	FICA	8,144.46	8,647.19	7,252.68	8,183.00	8,350.00	167.00	2.04%
01-5440-4505	EMPLOYEE HEALTH INSURANCE	1,280.25	943.88	2,520.05	12,200.00	12,680.00	480.00	3.93%
01-5440-4510	RETIREMENT	9,046.98	10,513.66	10,170.56	10,086.00	13,260.00	3,174.00	31.47%
01-5440-4515	WORKERS' COMPENSATION	1,181.12	696.87	420.00	420.00	290.00	-130.00	-30.95%
01-5440-4530	VACATION BUY BACK	0.00	1,538.27	0.00	1,538.00	1,538.00	0.00	0.00%
01-5440-4545	VEHICLE ALLOWANCE	4,498.00	4,498.72	3,980.84	4,500.00	4,500.00	0.00	0.00%
01-5440-4550	HEALTH CLAIMS	3,441.15	2,227.87	2,366.09	6,400.00	6,400.00	0.00	0.00%
01-5440-4555	RETENTION	1,350.82	1,719.40	95.14	100.00	100.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	2.00	50.00	100.00				
01-5440-5200	CONTRACTED SERVICES	20,993.51	17,145.30	14,504.20	24,680.00	23,692.00	-988.00	-4.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	2.00	186.00	372.00				
2020-2021	DRUG TESTING	2.00	40.00	80.00				
2020-2021	MDIA INSPECTIONS	0.00	0.00	23,000.00				
2020-2021	PEST CONTROL	4.00	60.00	240.00				
01-5440-5210	INSURANCE	886.00	930.00	900.00	977.00	1,026.00	49.00	5.02%
01-5440-5220	RENTAL OFFICE EQUIPMENT	0.00	2,543.12	2,776.41	2,000.00	2,500.00	500.00	25.00%
01-5440-5257	VEHICLE MAINTENANCE	149.95	-12.78	0.00	300.00	300.00	0.00	0.00%
01-5440-5610	TELEPHONE	2,621.15	2,777.39	2,477.10	3,000.00	3,000.00	0.00	0.00%
01-5440-5615	TRAVEL	30.16	1,062.91	0.00	1,000.00	1,000.00	0.00	0.00%
01-5440-5616	CELL PHONE	1,350.00	1,200.00	1,200.00	1,200.00	1,200.00	0.00	0.00%
01-5440-5620	DUES AND PUBLICATIONS	75.00	86.00	75.00	200.00	200.00	0.00	0.00%
01-5440-5621	EMPLOYEE TRAINING	1,070.00	1,233.00	0.00	1,000.00	1,000.00	0.00	0.00%
01-5440-5630	VEHICLE FUEL	209.09	340.22	71.06	400.00	400.00	0.00	0.00%
01-5440-5700	OFFICE SUPPLIES	408.79	2,779.66	1,057.73	1,507.00	500.00	-1,007.00	-66.82%
01-5440-5726	ADVERTISING	592.17	482.50	543.25	400.00	600.00	200.00	50.00%
Total Department: 5440 - PLANNING:		162,225.75	169,325.42	143,091.36	187,052.00	191,616.00	4,564.00	2.44%

Budget Comparison Report

					Comparison 1 Budget	Comparison 1 to Parent Budget		
					Parent Budget		%	
Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5500 - PARKS AND RECREATION								
01-5500-5200	CONTRACTED SERVICES	8,295.38	12,223.42	13,144.87	7,300.00	7,375.00	75.00	1.03%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	MML CHILDREN'S PARTY		1.00	300.00	300.00			
2020-2021	MOSQUITO CONTROL		1.00	6,000.00	6,000.00			
2020-2021	PLAYGROUND INSPECTION		1.00	1,075.00	1,075.00			
01-5500-5255	CAPITAL OUTLAY EQUIPMENT	295,018.25	64,909.13	8,516.36	0.00	108,500.00	108,500.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	HENRY PARK BASKETBALL COURT LIGHTING		1.00	108,500.00	108,500.00			
01-5500-5400	UTILITIES	3,132.77	4,800.55	3,795.64	5,000.00	5,000.00	0.00	0.00%
01-5500-5613	YOUTH PROGRAMS	40,300.00	40,104.99	23,063.90	40,000.00	40,000.00	0.00	0.00%
01-5500-5620	DUES AND PUBLICATIONS	1,285.00	1,285.00	0.00	0.00	0.00	0.00	0.00%
01-5500-5700	OFFICE SUPPLIES	0.00	93.89	0.00	0.00	0.00	0.00	0.00%
01-5500-5730	SUPPLIES AND OPERATIONS	15,661.79	11,707.01	8,225.71	11,400.00	12,400.00	1,000.00	8.77%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	ENGINEERED WOOD FIBER		1.00	7,000.00	7,000.00			
2020-2021	MISCELLANEOUS SUPPLIES		1.00	2,300.00	2,300.00			
2020-2021	PESTICIDES		1.00	200.00	200.00			
2020-2021	REPAIRS, MAINT. PLAYGROUNDS		1.00	2,900.00	2,900.00			
Total Department: 5500 - PARKS AND RECREATION:		363,693.19	135,123.99	56,746.48	63,700.00	173,275.00	109,575.00	172.02%

Budget Comparison Report

					Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	Increase / (Decrease)	
Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget 2019-2020	2020-2021 2020-2021	
Department: 5900 - DEBT SERVICE							
01-5900-8000	BOND PRINCIPAL	187,517.26	181,537.38	179,064.55	182,016.00	182,820.00	804.00 0.44%
Budget Detail							
Budget Code	Description		Units	Price	Amount		
2020-2021	2002 RDA		1.00	12,820.00	12,820.00		
2020-2021	2016 BOC TAXABLE		1.00	100,000.00	100,000.00		
2020-2021	GRAHAM GRICE VINE		1.00	70,000.00	70,000.00		
01-5900-8100	BOND INTEREST	145,793.69	138,683.43	80,585.65	132,120.00	124,726.00	-7,394.00 -5.60%
Budget Detail							
Budget Code	Description		Units	Price	Amount		
2020-2021	2002 RDA		1.00	22,650.00	22,650.00		
2020-2021	2016 BOC TAXABLE		1.00	89,255.00	89,255.00		
2020-2021	GRAHAM GRICE VINE		1.00	12,821.00	12,821.00		
Total Department: 5900 - DEBT SERVICE:		333,310.95	320,220.81	259,650.20	314,136.00	307,546.00	-6,590.00 -2.10%
Total Fund: 01 - GENERAL FUND:		-1,845,550.98	-92,593.42	1,087,088.37	0.00	0.00	0.00 0.00%
Fund: 10 - ELECTRIC							
Department: 4010 - ELECTRIC FUND REVENUES							
10-4010-3060	PENALTY AND INTEREST	1,888.84	1,634.47	2,031.07	1,000.00	1,000.00	0.00 0.00%
10-4010-3122	INSURANCE REFUND	0.00	1,952.64	15,000.00	0.00	0.00	0.00 0.00%
10-4010-3206	MD SMART COMMUNITY GRAN	0.00	7,447.81	0.00	0.00	0.00	0.00 0.00%
10-4010-3362	RECONNECTION FEE	4,170.00	4,710.00	7,200.00	1,000.00	2,000.00	1,000.00 100.00%
10-4010-3468	RESIDENTIAL SERVICE	3,400,916.64	3,265,306.34	2,624,793.80	3,050,000.00	3,190,038.00	140,038.00 4.59%
10-4010-3469	COMMERCIAL SERVICE	220,429.48	219,699.14	152,540.92	445,000.00	460,634.00	15,634.00 3.51%
10-4010-3470	GENERAL SERVICE	1,504,052.28	1,511,600.81	1,175,005.71	1,240,000.00	1,249,154.00	9,154.00 0.74%
10-4010-3471	STREET LIGHTS	75,072.91	76,372.72	63,433.24	74,500.00	76,978.00	2,478.00 3.33%
10-4010-3472	LARGE GENERAL SERVICE	432,050.98	413,734.34	329,615.34	395,000.00	420,337.00	25,337.00 6.41%
10-4010-3480	SERVICE AND MATERIAL	108,853.79	75,932.45	59,737.26	50,000.00	40,000.00	-10,000.00 -20.00%
10-4010-3710	INTEREST ON DELINQUENT	33,469.03	34,850.25	19,783.38	30,000.00	20,000.00	-10,000.00 -33.33%
10-4010-3800	MISCELLANEOUS INCOME	349.39	0.00	5,404.93	0.00	0.00	0.00 0.00%
10-4010-3870	GAIN LOSS DISPOSAL OF ASSETS	4,726.75	0.00	6,386.25	0.00	0.00	0.00 0.00%
10-4010-3871	CONTRIBUTION FROM RESERVE	0.00	0.00	0.00	0.00	0.00	0.00 0.00%
10-4010-3890	INSURANCE CLAIM	0.00	0.00	973,000.00	0.00	0.00	0.00 0.00%
10-4010-3899	NSF HOLDING ACCOUNT	420.00	667.00	218.00	100.00	100.00	0.00 0.00%
Total Department: 4010 - ELECTRIC FUND REVENUES:		5,786,400.09	5,613,907.97	5,434,149.90	5,286,600.00	5,460,241.00	173,641.00 3.28%

MAYOR AND COUNCIL OF BERLIN, INC
TOWN OF BERLIN, MARYLAND
FY 2021 CAPITAL BUDGET
GENERAL FUND

REVENUES

Community Parks Playground Grant	107,500
State HWY User Grant	111,000
General Fund Revenues	1,000

TOTAL REVENUES	\$ 219,500
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EXPENDITURES

Parks and Recreation	
Henry's Park Basketball Lights	108,500
Streets Department	
Concrete/Sidewalk/Streets Projects	
Harrison Avenue Repair/Overlay	111,000

TOTAL EXPENDITURES	\$ 219,500
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Grant Revenues	218,500
General Fund Revenues	1,000
Capital Expenditures	219,500
TOTAL REVENUES OVER EXPENDITURES	\$ -

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5600 - ELECTRIC ADMINISTRATION								
10-5600-4002	SALARIES FULL TIME	96,695.92	98,394.99	87,505.75	100,446.00	102,455.00	2,009.00	2.00%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	1 FTE	1 FTE						
10-5600-4500	FICA	7,117.50	7,624.08	6,277.46	4,202.00	7,840.00	3,638.00	86.58%
10-5600-4505	EMPLOYEE HEALTH INSURANCE	10,651.63	8,430.82	15,180.29	6,000.00	15,500.00	9,500.00	158.33%
10-5600-4510	RETIREMENT	5,486.91	12,813.71	6,164.28	6,122.00	12,310.00	6,188.00	101.08%
10-5600-4515	WORKERS' COMPENSATION	878.56	652.93	390.00	395.00	270.00	-125.00	-31.65%
10-5600-4530	VACATION BUY BACK	0.00	2,317.98	0.00	2,318.00	2,333.00	15.00	0.65%
10-5600-4550	HEALTH CLAIMS	4,918.61	5,837.87	2,387.14	6,400.00	4,440.00	-1,960.00	-30.63%
10-5600-4555	RETENTION	675.40	899.69	47.57	50.00	50.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	1.00	50.00	50.00				
10-5600-5000	PROFESSIONAL SERVICES	92,467.66	134,388.62	98,574.51	110,000.00	110,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	BOOTH AND ASSOCIATES	0.00	0.00	110,000.00				
10-5600-5005	LEGAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
10-5600-5200	CONTRACTED SERVICES	1,340.25	3,327.70	899.42	3,720.00	3,726.00	6.00	0.16%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	1.00	186.00	186.00				
2020-2021	DRUG TESTING	1.00	40.00	40.00				
2020-2021	MISS UTILITY	0.00	0.00	3,500.00				
10-5600-5210	INSURANCE	1,569.00	1,645.00	1,500.00	1,730.00	1,820.00	90.00	5.20%
10-5600-5257	VEHICLE MAINTENANCE	-720.00	173.43	209.83	600.00	600.00	0.00	0.00%
10-5600-5610	TELEPHONE	6,742.69	7,016.99	5,863.90	6,000.00	6,000.00	0.00	0.00%
10-5600-5615	TRAVEL	3,764.54	4,838.30	3,830.06	8,000.00	8,000.00	0.00	0.00%
10-5600-5616	CELL PHONE	600.00	619.59	450.00	600.00	600.00	0.00	0.00%
10-5600-5620	DUES AND PUBLICATIONS	11,689.25	1,306.08	352.99	13,000.00	13,000.00	0.00	0.00%
10-5600-5621	EMPLOYEE TRAINING	4,957.88	7,970.66	7,090.82	10,000.00	10,000.00	0.00	0.00%
10-5600-5622	INFORMATION TECHNOLOGY	0.00	3,700.13	1,595.13	3,725.00	1,600.00	-2,125.00	-57.05%

Budget Comparison Report

Account Number	Budget Detail	Description	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
						2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
	Budget Code			Units	Price	Amount			
	2020-2021	CARDS MANAGED NETWORK, FIREWALL		0.00	0.00	1,600.00			
10-5600-5625		REAL ESTATE TAXES	157,000.00	157,000.00	78,500.00	157,000.00	182,076.00	25,076.00	15.97%
10-5600-5630		VEHICLE FUEL	931.77	1,176.92	864.11	1,200.00	1,200.00	0.00	0.00%
10-5600-5700		OFFICE SUPPLIES	872.57	7,063.65	4,891.02	5,000.00	5,000.00	0.00	0.00%
10-5600-5726		ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
10-5600-5730		SUPPLIES AND OPERATIONS	337.28	4,350.33	0.00	1,000.00	700.00	-300.00	-30.00%
10-5600-5740		SAFETY SUPPLIES AND MATERIAL	405.14	0.00	165.00	500.00	500.00	0.00	0.00%
10-5600-5780		BAD DEBT EXPENSE	10,617.58	15,869.54	100.00	10,000.00	10,000.00	0.00	0.00%
10-5600-5789		CONTINGENCY	0.00	0.00	0.00	49,498.00	13,196.00	-36,302.00	-73.34%
10-5600-5791		RAILROAD LICENSES	4,203.86	4,283.77	4,412.94	4,350.00	4,350.00	0.00	0.00%
10-5600-5794		ENERGY AUDIT ASSISTANCE	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
10-5600-5795		ELECTRIC ASSISTANCE FUND	3,682.05	3,900.00	4,700.00	10,000.00	10,000.00	0.00	0.00%
10-5600-6500		GENERAL OVERHEAD	205,345.00	225,588.00	228,016.00	228,016.00	204,962.00	-23,054.00	-10.11%
10-5600-6505		REIMBURSEMENTS	12,235.00	11,968.66	11,722.00	11,722.00	11,324.00	-398.00	-3.40%
10-5600-6510		CUST SERVICE REIM GEN FUN	113,819.00	129,456.95	105,841.50	141,122.00	158,751.00	17,629.00	12.49%
10-5600-7515		SONRISE CHURCH PROPERTY	0.00	21,957.67	17,182.00	17,182.00	0.00	-17,182.00	-100.00%
10-5600-7518		DECATUR FARMS PROJECT	0.00	27,023.79	0.00	0.00	0.00	0.00	0.00%
10-5600-7523		PURNELL CROSSING PUD REV. PI	0.00	19,869.94	0.00	0.00	0.00	0.00	0.00%
10-5600-7900		DEPRECIATION	512,659.04	513,443.26	0.00	0.00	0.00	0.00	0.00%
10-5600-8000		BOND PRINCIPAL	0.00	0.00	101,000.00	327,500.00	335,800.00	8,300.00	2.53%
	Budget Detail								
	Budget Code	Description		Units	Price	Amount			
	2020-2021	2007B MDHCD		0.00	0.00	38,500.00			
	2020-2021	2012A MDHCD		0.00	0.00	111,800.00			
	2020-2021	2012A MDHCD		0.00	0.00	81,500.00			
	2020-2021	2015 MDHCD		0.00	0.00	104,000.00			
10-5600-8100		BOND INTEREST	172,577.86	162,985.47	115,320.67	145,305.00	134,788.00	-10,517.00	-7.24%
	Budget Detail								
	Budget Code	Description		Units	Price	Amount			
	2020-2021	2007B MDHCD		0.00	0.00	8,652.00			
	2020-2021	2012A MDHCD		0.00	0.00	29,044.00			
	2020-2021	2012A MDHCD		0.00	0.00	34,187.00			
	2020-2021	2015 MDHCD		0.00	0.00	62,905.00			
10-5600-8101		INTEREST CUSTOMER DEPOSIT	261.04	379.08	527.55	1,000.00	1,000.00	0.00	0.00%
Total Department: 5600 - ELECTRIC ADMINISTRATION:			1,443,782.99	1,608,275.60	911,561.94	1,394,703.00	1,375,191.00	-19,512.00	-1.40%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Comparison 1	Comparison 1		%
					Budget	to Parent Budget		
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5610 - POWER PLANT								
10-5610-4002	SALARIES FULL TIME	55,908.04	57,452.01	49,176.00	56,825.00	57,963.00	1,138.00	2.00%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	1 FTE	1 FTE						
10-5610-4003	SALARIES PART TIME AND TEMP	7,240.12	2,491.43	0.00	0.00	0.00	0.00	0.00%
10-5610-4004	SALARIES OVERTIME	2,836.29	1,002.00	0.00	3,000.00	2,000.00	-1,000.00	-33.33%
10-5610-4500	FICA	4,946.24	4,677.82	3,704.39	4,580.00	4,588.00	8.00	0.17%
10-5610-4505	EMPLOYEE HEALTH INSURANCE	5,407.31	5,713.07	6,138.26	6,100.00	6,340.00	240.00	3.93%
10-5610-4510	RETIREMENT	3,333.31	11,045.04	5,722.28	5,680.00	7,100.00	1,420.00	25.00%
10-5610-4515	WORKERS' COMPENSATION	10,318.56	5,934.83	370.00	2,800.00	1,672.00	-1,128.00	-40.29%
10-5610-4550	HEALTH CLAIMS	319.10	724.27	613.08	3,200.00	3,200.00	0.00	0.00%
10-5610-4555	RETENTION	675.41	899.69	47.57	50.00	50.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	1.00	50.00	50.00				
10-5610-5200	CONTRACTED SERVICES	61,609.08	37,816.80	253,262.44	42,220.00	30,000.00	-12,220.00	-28.94%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	1.00	186.00	186.00				
2020-2021	COOLING TOWERS MAINT	0.00	0.00	5,000.00				
2020-2021	DRUG TESTING	1.00	40.00	40.00				
2020-2021	ENGINE VIBRATION TEST	0.00	0.00	6,000.00				
2020-2021	FUEL LINE TEST	0.00	0.00	4,500.00				
2020-2021	OTHER	0.00	0.00	1,774.00				
2020-2021	POWER PLANT RELAY MAINT	0.00	0.00	8,000.00				
2020-2021	SINTAS SERVICES	0.00	0.00	4,500.00				
10-5610-5210	INSURANCE	14,696.00	12,509.00	16,110.00	14,770.00	15,510.00	740.00	5.01%
10-5610-5221	RENTAL EQUIPMENT	0.00	0.00	625.00	1,000.00	1,000.00	0.00	0.00%
10-5610-5250	BUILDING MAINTENANCE	2,690.00	2,774.00	0.00	4,000.00	4,000.00	0.00	0.00%
10-5610-5251	EQUIPMENT MAINTENANCE	44,642.36	18,009.61	21,407.89	25,000.00	25,000.00	0.00	0.00%
10-5610-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	884,163.00	175,000.00	130,000.00	-45,000.00	-25.71%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GENERATOR MONITORING CONTROL SYSTEM	0.00	0.00	70,000.00				
2020-2021	RELAY UPGRADE	0.00	0.00	25,000.00				
2020-2021	UNDERGROUND PRIMARY POWER SWITCH	0.00	0.00	35,000.00				

Budget Comparison Report

					Comparison 1 Budget	Comparison 1 to Parent Budget		
		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget 2019-2020	2020-2021	Increase / (Decrease)	%
Account Number								
10-5610-5257	VEHICLE MAINTENANCE	677.55	140.19	0.00	500.00	300.00	-200.00	-40.00%
10-5610-5400	UTILITIES	710.21	950.26	832.78	5,000.00	2,000.00	-3,000.00	-60.00%
10-5610-5610	TELEPHONE	2,707.71	2,960.84	2,363.19	3,500.00	3,500.00	0.00	0.00%
10-5610-5616	CELL PHONE	600.00	600.00	450.00	600.00	600.00	0.00	0.00%
10-5610-5620	DUES AND PUBLICATIONS	1,174.81	11,975.44	13,674.43	13,000.00	15,500.00	2,500.00	19.23%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	OMISSION PERMIT		0.00	0.00	1,500.00			
2020-2021	OTHER DUES		0.00	0.00	1,500.00			
2020-2021	PSC DUES AND SERVICES		0.00	0.00	12,500.00			
10-5610-5630	VEHICLE FUEL	63.07	124.19	73.43	200.00	200.00	0.00	0.00%
10-5610-5631	DIESEL FUEL	42,041.91	66,317.85	47,446.13	55,000.00	68,822.00	13,822.00	25.13%
10-5610-5638	LUBE OIL	973.50	8,546.10	0.00	1,500.00	1,950.00	450.00	30.00%
10-5610-5650	NON-CAPITAL EQUIPMENT	5,955.85	0.00	0.00	0.00	0.00	0.00	0.00%
10-5610-5670	CHEMICALS	7,298.43	6,351.99	0.00	8,500.00	8,500.00	0.00	0.00%
10-5610-5700	OFFICE SUPPLIES	276.96	0.00	0.00	0.00	0.00	0.00	0.00%
10-5610-5730	SUPPLIES AND OPERATIONS	2,690.95	1,492.48	3,695.15	2,000.00	4,000.00	2,000.00	100.00%
10-5610-5740	SAFETY SUPPLIES AND MATERIAL	623.27	133.88	300.96	500.00	500.00	0.00	0.00%
10-5610-5796	RPS PURCHASE POWER FEES	0.00	0.00	0.00	61,200.00	277,649.00	216,449.00	353.67%
Budget Notes								
Budget Code	Subject		Description					
2020-2021	RENEWABLE ENERGY RECS		RENEWABLE ENERGY RECS					
10-5610-5797	PURCHASED POWER	2,752,339.49	2,598,666.86	1,936,538.10	2,426,000.00	2,386,838.00	-39,162.00	-1.61%
Total Department: 5610 - POWER PLANT:		3,032,755.53	2,859,309.65	3,246,714.08	2,921,725.00	3,058,782.00	137,057.00	4.69%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Comparison 1	Comparison 1		%
					Budget	to Parent Budget		
					Parent Budget			
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5620 - POWER DISTRIBUTION								
10-5620-4002	SALARIES FULL TIME	417,185.19	504,195.77	449,135.86	537,142.00	547,885.00	10,743.00	2.00%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	8 FTES	8 FTES						
10-5620-4004	SALARIES OVERTIME	15,803.25	22,193.39	12,972.25	17,500.00	17,500.00	0.00	0.00%
10-5620-4500	FICA	31,505.84	39,142.10	33,866.37	42,440.00	43,255.00	815.00	1.92%
10-5620-4505	EMPLOYEE HEALTH INSURANCE	55,679.77	57,634.26	68,197.85	66,200.00	79,850.00	13,650.00	20.62%
10-5620-4510	RETIREMENT	23,987.88	84,110.45	54,140.68	52,000.00	66,600.00	14,600.00	28.08%
10-5620-4515	WORKERS' COMPENSATION	26,681.36	43,734.01	26,500.00	26,500.00	18,240.00	-8,260.00	-31.17%
10-5620-4550	HEALTH CLAIMS	15,626.14	21,803.95	15,706.15	35,200.00	30,560.00	-4,640.00	-13.18%
10-5620-4555	RETENTION	4,052.42	6,195.32	380.56	400.00	400.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	8.00	50.00	400.00				
10-5620-5200	CONTRACTED SERVICES	35,022.19	23,108.64	23,371.94	22,760.00	22,808.00	48.00	0.21%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	8.00	186.00	1,488.00				
2020-2021	BORE SERVICES	0.00	0.00	16,000.00				
2020-2021	DRUG TESTING	8.00	40.00	320.00				
2020-2021	OTHER SERVICES	0.00	0.00	5,000.00				
10-5620-5210	INSURANCE	6,350.00	5,236.00	6,500.00	6,730.00	7,070.00	340.00	5.05%
10-5620-5221	RENTAL EQUIPMENT	0.00	0.00	0.00	500.00	300.00	-200.00	-40.00%
10-5620-5250	BUILDING MAINTENANCE	1,752.67	247.02	809.73	3,000.00	3,000.00	0.00	0.00%
10-5620-5251	EQUIPMENT MAINTENANCE	42.00	12,945.43	770.19	2,000.00	2,000.00	0.00	0.00%
10-5620-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	24,635.62	59,000.00	87,500.00	28,500.00	48.31%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ELECTRIC POLES REPLACEMENT	15.00	2,000.00	30,000.00				
2020-2021	TRANCLOSURES 3 PHASE	2.00	10,000.00	20,000.00				
2020-2021	TRANSFORMERS 3 PHASE	2.00	10,000.00	20,000.00				
2020-2021	UNDERGROUND SERVICES	7.00	2,500.00	17,500.00				
10-5620-5257	VEHICLE MAINTENANCE	7,894.31	7,082.30	4,166.16	7,000.00	7,000.00	0.00	0.00%
10-5620-5400	UTILITIES	10,498.19	9,480.39	7,546.23	11,000.00	11,000.00	0.00	0.00%
10-5620-5601	POSTAGE	217.32	0.00	0.00	0.00	0.00	0.00	0.00%
10-5620-5610	TELEPHONE	0.00	192.83	153.91	0.00	0.00	0.00	0.00%

Budget Comparison Report

					Comparison 1 Budget	Comparison 1 to Parent Budget		
		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget 2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	%
Account Number								
10-5620-5615	TRAVEL	1,260.41	40.12	0.00	0.00	0.00	0.00	0.00%
10-5620-5616	CELL PHONE	3,600.00	4,350.00	3,450.00	4,800.00	4,800.00	0.00	0.00%
10-5620-5620	DUES AND PUBLICATIONS	0.00	90.08	0.00	0.00	0.00	0.00	0.00%
10-5620-5621	EMPLOYEE TRAINING	230.00	230.00	0.00	0.00	0.00	0.00	0.00%
10-5620-5630	VEHICLE FUEL	8,455.97	9,462.54	7,730.66	8,000.00	8,500.00	500.00	6.25%
10-5620-5650	NON-CAPITAL EQUIPMENT	18,070.00	34,336.00	11,024.00	16,000.00	16,000.00	0.00	0.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	METERS AND TRANSFORMERS		0.00	0.00	16,000.00			
10-5620-5700	OFFICE SUPPLIES	76.99	0.00	0.00	0.00	0.00	0.00	0.00%
10-5620-5726	ADVERTISING	197.00	0.00	0.00	0.00	0.00	0.00	0.00%
10-5620-5730	SUPPLIES AND OPERATIONS	11,318.98	63,146.20	38,589.67	42,000.00	45,000.00	3,000.00	7.14%
10-5620-5740	SAFETY SUPPLIES AND MATERIAL	6,102.47	11,352.73	3,153.74	10,000.00	7,000.00	-3,000.00	-30.00%
Total Department: 5620 - POWER DISTRIBUTION:		701,610.35	960,309.53	792,801.57	970,172.00	1,026,268.00	56,096.00	5.78%
Total Fund: 10 - ELECTRIC:		608,251.22	186,013.19	483,072.31	0.00	0.00	0.00	0.00%
Fund: 20 - WATER FUND								
Department: 4020 - WATER FUND REVENUES								
20-4020-3060	PENALTY AND INTEREST	216.08	1,011.35	327.54	100.00	100.00	0.00	0.00%
20-4020-3122	INSURANCE REFUND	0.00	740.37	0.00	0.00	0.00	0.00	0.00%
20-4020-3362	RECONNECTION FEE	4,260.00	6,090.00	12,120.00	2,000.00	3,000.00	1,000.00	50.00%
20-4020-3364	SPECIAL CONNECTION FEE	207,150.00	340,310.71	45,825.00	168,150.00	163,725.00	-4,425.00	-2.63%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	AUTOZONE		1.00	-4,425.00	-4,425.00			
2020-2021	HOMES AT BERLIN 115 FLOWER STREET		1.00	-4,425.00	-4,425.00			
2020-2021	RESIDENTIAL		1.00	-4,425.00	-4,425.00			
2020-2021	WILLOWS WOLF TERRACE		34.00	-4,425.00	-150,450.00			
20-4020-3475	WATER SERVICE	571,021.44	647,228.50	586,595.08	630,000.00	660,000.00	30,000.00	4.76%
20-4020-3476	READY TO SERVE	28,339.40	27,402.70	19,075.29	26,000.00	24,000.00	-2,000.00	-7.69%
20-4020-3480	SERVICE AND MATERIAL	33,835.76	32,305.55	26,475.90	20,000.00	20,000.00	0.00	0.00%
20-4020-3530	WATER TOWER RENT	61,942.07	64,048.56	59,708.07	63,600.00	65,000.00	1,400.00	2.20%
20-4020-3701	INTEREST EARNED	2,900.04	1,179.45	1,096.73	500.00	500.00	0.00	0.00%
20-4020-3710	INTEREST ON DELINQUENT	8,043.28	5,816.68	5,624.48	5,000.00	5,000.00	0.00	0.00%
20-4020-3800	MISCELLANEOUS INCOME	150.00	350.00	0.00	100.00	50.00	-50.00	-50.00%
20-4020-3871	CONTRIBUTION FROM RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
20-4020-3899	NSF HOLDING ACCOUNT	98.00	98.00	168.00	50.00	100.00	50.00	100.00%
Total Department: 4020 - WATER FUND REVENUES:		917,956.07	1,126,581.87	757,016.09	915,500.00	941,475.00	25,975.00	2.84%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Comparison 1 Budget		Comparison 1 to Parent Budget	
					Parent Budget 2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	%
Department: 5700 - WATER ADMINISTRATION								
20-5700-4002	SALARIES FULL TIME	116,610.84	119,555.99	108,460.85	122,200.00	124,636.00	2,436.00	1.99%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	1.5 FTES	1.5 FTES						
20-5700-4004	SALARIES OVERTIME	10,931.02	8,630.08	6,423.37	7,000.00	7,000.00	0.00	0.00%
20-5700-4500	FICA	9,196.54	9,257.27	8,325.55	9,885.00	10,075.00	190.00	1.92%
20-5700-4505	EMPLOYEE HEALTH INSURANCE	13,529.43	14,287.61	13,861.79	13,300.00	15,080.00	1,780.00	13.38%
20-5700-4510	RETIREMENT	6,733.16	25,553.80	9,878.42	9,815.00	15,065.00	5,250.00	53.49%
20-5700-4515	WORKERS' COMPENSATION	13,057.39	733.63	440.00	440.00	305.00	-135.00	-30.68%
20-5700-4530	VACATION BUY BACK	765.36	0.00	0.00	0.00	2,480.00	2,480.00	0.00%
20-5700-4550	HEALTH CLAIMS	7,548.80	7,764.30	5,950.12	8,000.00	6,040.00	-1,960.00	-24.50%
20-5700-4555	RETENTION	497.43	1,411.47	47.57	75.00	75.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	1.50	50.00	75.00				
20-5700-5000	PROFESSIONAL SERVICES	7,105.14	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
20-5700-5200	CONTRACTED SERVICES	7,264.80	11,171.05	4,940.16	10,474.00	11,539.00	1,065.00	10.17%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	1.50	186.00	279.00				
2020-2021	DBF ENGINEERING	0.00	0.00	11,000.00				
2020-2021	DRUG TESTING	1.50	40.00	60.00				
2020-2021	MISS UTILITY	0.00	0.00	200.00				
20-5700-5210	INSURANCE	584.00	613.00	600.00	644.00	650.00	6.00	0.93%
20-5700-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
20-5700-5257	VEHICLE MAINTENANCE	214.50	403.94	722.25	1,000.00	1,000.00	0.00	0.00%
20-5700-5610	TELEPHONE	2,094.77	2,422.78	1,860.20	2,300.00	2,300.00	0.00	0.00%
20-5700-5615	TRAVEL	584.85	189.86	164.71	1,000.00	1,000.00	0.00	0.00%
20-5700-5616	CELL PHONE	690.00	893.33	675.00	900.00	900.00	0.00	0.00%
20-5700-5620	DUES AND PUBLICATIONS	450.00	400.00	0.00	300.00	300.00	0.00	0.00%
20-5700-5621	EMPLOYEE TRAINING	3,367.36	1,023.00	465.00	2,000.00	2,000.00	0.00	0.00%
20-5700-5630	VEHICLE FUEL	1,918.08	1,642.39	892.47	3,000.00	3,000.00	0.00	0.00%
20-5700-5691	RAILROAD LICENSES	4,201.62	4,281.50	4,379.94	4,350.00	4,400.00	50.00	1.15%
20-5700-5700	OFFICE SUPPLIES	78.17	507.28	206.19	250.00	250.00	0.00	0.00%
20-5700-5720	PRINTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
20-5700-5726	ADVERTISING	875.00	987.00	0.00	600.00	600.00	0.00	0.00%

Budget Comparison Report

					Comparison 1 Budget	Comparison 1 to Parent Budget		
		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget 2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	%
Account Number								
20-5700-5730	SUPPLIES AND OPERATIONS	3,188.90	1,979.72	1,311.34	1,500.00	1,500.00	0.00	0.00%
20-5700-5740	SAFETY SUPPLIES AND MATERIAL	813.60	1,057.58	740.48	1,000.00	1,000.00	0.00	0.00%
20-5700-5780	BAD DEBT EXPENSE	18,162.60	785.71	0.00	0.00	500.00	500.00	0.00%
20-5700-5789	CONTINGENCY	0.00	0.00	0.00	81,544.00	3,473.00	-78,071.00	-95.74%
20-5700-6500	GENERAL OVERHEAD	82,551.00	83,599.00	88,086.00	88,086.00	75,235.00	-12,851.00	-14.59%
20-5700-6505	REIMBURSEMENTS	1,470.00	1,436.24	1,407.00	1,407.00	1,359.00	-48.00	-3.41%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2020-2021	2002 RDA BOND 97 6% INTEREST		0.00	0.00	1,359.00			
20-5700-6510	CUST SERVICE REIM GEN FUN	42,682.00	92,469.25	52,920.75	70,561.00	79,376.00	8,815.00	12.49%
20-5700-7900	DEPRECIATION	187,189.70	198,394.95	0.00	0.00	0.00	0.00	0.00%
Total Department: 5700 - WATER ADMINISTRATION:		544,356.06	591,451.73	312,759.16	442,631.00	372,138.00	-70,493.00	-15.93%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Comparison 1 Budget		Comparison 1 to Parent Budget		
					Parent Budget			%	
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)		
Department: 5710 - WATER TREATMENT									
20-5710-4002	SALARIES FULL TIME	37,922.29	41,287.74	34,670.62	40,040.00	40,841.00	801.00	2.00%	
Budget Notes									
Budget Code	Subject	Description							
2020-2021	1 FTE	1FTE							
20-5710-4003	SALARIES PART TIME AND TEMP	12,470.75	9,005.50	5,172.25	10,000.00	10,000.00	0.00	0.00%	
20-5710-4004	SALARIES OVERTIME	5,037.90	1,321.64	1,701.85	4,000.00	4,000.00	0.00	0.00%	
20-5710-4500	FICA	4,208.90	3,273.18	3,178.16	4,135.00	4,200.00	65.00	1.57%	
20-5710-4505	EMPLOYEE HEALTH INSURANCE	4,671.51	101.47	160.60	170.00	184.00	14.00	8.24%	
20-5710-4510	RETIREMENT	2,475.09	3,951.21	4,196.00	4,196.00	5,096.00	900.00	21.45%	
20-5710-4515	WORKERS' COMPENSATION	4,198.56	3,968.82	2,350.00	2,350.00	1,617.00	-733.00	-31.19%	
20-5710-4520	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
20-5710-4550	HEALTH CLAIMS	0.00	7.14	0.00	0.00	0.00	0.00	0.00%	
20-5710-4555	RETENTION	705.41	884.19	47.57	50.00	50.00	0.00	0.00%	
Budget Detail									
Budget Code	Description	Units	Price	Amount					
2020-2021	GIFT CARDS	1.00	50.00	50.00					
20-5710-5200	CONTRACTED SERVICES	619.60	6,400.00	164.28	220.00	226.00	6.00	2.73%	
Budget Detail									
Budget Code	Description	Units	Price	Amount					
2020-2021	ADP	1.00	186.00	186.00					
2020-2021	DRUG TESTING	1.00	40.00	40.00					
20-5710-5210	INSURANCE	530.00	184.66	550.00	585.00	615.00	30.00	5.13%	
20-5710-5250	BUILDING MAINTENANCE	0.00	347.38	801.68	1,000.00	1,000.00	0.00	0.00%	
20-5710-5251	EQUIPMENT MAINTENANCE	4,857.15	9,620.01	13,016.68	10,000.00	10,000.00	0.00	0.00%	
20-5710-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
20-5710-5257	VEHICLE MAINTENANCE	1,655.40	763.16	658.67	1,500.00	1,500.00	0.00	0.00%	
20-5710-5400	UTILITIES	27,801.02	27,515.55	18,330.35	35,000.00	30,000.00	-5,000.00	-14.29%	
20-5710-5616	CELL PHONE	550.00	600.00	450.00	600.00	600.00	0.00	0.00%	
20-5710-5621	EMPLOYEE TRAINING	65.50	0.00	0.00	0.00	0.00	0.00	0.00%	
20-5710-5630	VEHICLE FUEL	2,680.42	2,375.18	2,054.14	2,500.00	2,500.00	0.00	0.00%	
20-5710-5670	CHEMICALS	43,968.55	44,518.85	42,485.80	50,000.00	50,000.00	0.00	0.00%	
20-5710-5730	SUPPLIES AND OPERATIONS	9,335.87	6,581.50	7,544.62	10,000.00	10,000.00	0.00	0.00%	
Total Department: 5710 - WATER TREATMENT:		163,753.92	162,707.18	137,533.27	176,346.00	172,429.00	-3,917.00	-2.22%	

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5720 - WATER DISTRIBUTION								
20-5720-4002	SALARIES FULL TIME	63,203.02	57,348.81	48,601.11	65,499.00	62,195.00	-3,304.00	-5.04%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	1.5 FTES	1.5 FTES						
20-5720-4004	SALARIES OVERTIME	8,715.89	5,725.22	5,497.95	6,000.00	6,000.00	0.00	0.00%
20-5720-4500	FICA	5,269.74	5,272.48	3,991.14	5,470.00	5,220.00	-250.00	-4.57%
20-5720-4505	EMPLOYEE HEALTH INSURANCE	8,908.95	8,857.97	11,804.55	10,300.00	12,715.00	2,415.00	23.45%
20-5720-4510	RETIREMENT	3,704.94	13,106.03	6,883.28	6,841.00	7,755.00	914.00	13.36%
20-5720-4515	WORKERS' COMPENSATION	8,072.33	6,001.19	4,000.00	4,000.00	2,755.00	-1,245.00	-31.13%
20-5720-4530	VACATION BUY BACK	431.04	444.00	0.00	444.00	444.00	0.00	0.00%
20-5720-4550	HEALTH CLAIMS	3,403.67	4,041.49	324.01	6,400.00	5,420.00	-980.00	-15.31%
20-5720-4555	RETENTION	1,091.96	2,653.72	71.36	75.00	75.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	1.50	50.00	75.00				
20-5720-5200	CONTRACTED SERVICES	92,218.59	15,736.37	19,964.03	8,330.00	10,339.00	2,009.00	24.12%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	1.50	186.00	279.00				
2020-2021	DRUG TESTING	1.50	40.00	60.00				
2020-2021	OTHER SERVICES	0.00	0.00	10,000.00				
20-5720-5210	INSURANCE	7,524.00	7,585.00	7,700.00	7,964.00	8,365.00	401.00	5.04%
20-5720-5251	EQUIPMENT MAINTENANCE	1,225.96	8,779.04	691.37	5,000.00	5,000.00	0.00	0.00%
20-5720-5252	STREET REPAIR	41,002.36	13,930.91	8,363.57	20,000.00	20,000.00	0.00	0.00%
20-5720-5253	WATER TOWER MAINTENANCE	35,148.80	34,329.63	34,407.01	35,000.00	35,000.00	0.00	0.00%
20-5720-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	33,206.01	54,000.00	163,725.00	109,725.00	203.19%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	INSERTA VALVES	3.00	11,000.00	33,000.00				
2020-2021	POWELTON AVENUE WELL HOUSE	0.00	0.00	103,725.00				
2020-2021	STREET WATER VALVES	3.00	9,000.00	27,000.00				
20-5720-5257	VEHICLE MAINTENANCE	1,936.96	1,418.93	2,254.74	2,500.00	3,500.00	1,000.00	40.00%
20-5720-5616	CELL PHONE	1,050.00	825.00	650.00	900.00	900.00	0.00	0.00%
20-5720-5621	EMPLOYEE TRAINING	310.51	0.00	0.00	0.00	0.00	0.00	0.00%
20-5720-5630	VEHICLE FUEL	2,461.41	1,647.73	951.67	4,000.00	3,000.00	-1,000.00	-25.00%
20-5720-5650	NON-CAPITAL EQUIPMENT	30,761.06	22,405.94	24,356.34	25,300.00	17,500.00	-7,800.00	-30.83%

Budget Comparison Report

Account Number	Budget Detail	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
	Budget Code		Units	Price	Amount			
	2020-2021		0.00	0.00	4,500.00			
	2020-2021		0.00	0.00	8,000.00			
	2020-2021		0.00	0.00	5,000.00			
20-5720-5730	SUPPLIES AND OPERATIONS	26,055.42	16,422.58	17,717.76	20,000.00	20,000.00	0.00	0.00%
20-5720-5790	LAB AND TESTING	6,940.15	6,450.88	1,672.72	8,500.00	7,000.00	-1,500.00	-17.65%
Total Department: 5720 - WATER DISTRIBUTION:		349,436.76	232,982.92	233,108.62	296,523.00	396,908.00	100,385.00	33.85%
Total Fund: 20 - WATER FUND:		-139,590.67	139,440.04	73,615.04	0.00	0.00	0.00	0.00%
Fund: 24 - SEWER FUND								
Department: 4024 - SEWER FUND REVENUES								
24-4024-3060	PENALTY AND INTEREST	13.17	0.00	70.95	0.00	0.00	0.00	0.00%
24-4024-3122	INSURANCE REFUND	0.00	2,400.12	0.00	0.00	0.00	0.00	0.00%
24-4024-3363	HAULER FEE	164,221.28	125,654.74	91,510.52	115,000.00	98,400.00	-16,600.00	-14.43%
24-4024-3364	SPECIAL CONNECTION FEE	572,006.00	934,524.42	125,649.00	465,918.00	453,657.00	-12,261.00	-2.63%
	Budget Detail							
	Budget Code		Units	Price	Amount			
	2020-2021		1.00	-12,261.00	-12,261.00			
	2020-2021		1.00	-12,261.00	-12,261.00			
	2020-2021		1.00	-12,261.00	-12,261.00			
	2020-2021		34.00	-12,261.00	-416,874.00			
24-4024-3476	READY TO SERVE	101,712.67	98,435.77	85,250.03	96,000.00	96,000.00	0.00	0.00%
24-4024-3480	SERVICE AND MATERIAL	0.00	0.00	0.00	100.00	50.00	-50.00	-50.00%
24-4024-3481	SEWER SERVICE	1,575,544.64	1,647,294.15	1,792,083.84	1,715,000.00	1,800,000.00	85,000.00	4.96%
24-4024-3501	SPRAY SITE LAND RENT	0.00	1,899.05	1,910.25	1,000.00	1,000.00	0.00	0.00%
24-4024-3701	INTEREST EARNED	5,598.50	1,179.40	2,176.08	500.00	500.00	0.00	0.00%
24-4024-3710	INTEREST ON DELINQUENT	24,113.51	16,116.18	17,235.15	10,000.00	10,000.00	0.00	0.00%
24-4024-3800	MISCELLANEOUS INCOME	0.00	11,061.39	1,974.38	100.00	100.00	0.00	0.00%
24-4024-3870	GAIN LOSS DISPOSAL OF ASSET	0.00	5,689.14	0.00	0.00	0.00	0.00	0.00%
24-4024-3871	CONTRIBUTION FROM RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
24-4024-3899	NSF HOLDING ACCOUNT	105.00	98.00	189.00	100.00	100.00	0.00	0.00%
Total Department: 4024 - SEWER FUND REVENUES:		2,443,314.77	2,844,352.36	2,118,049.20	2,403,718.00	2,459,807.00	56,089.00	2.33%

Budget Comparison Report

					Comparison 1 Budget	Comparison 1 to Parent Budget		
		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget 2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	%
Account Number								
Department: 5800 - SEWER ADMINISTRATION								
24-5800-2923	CONTRIBUTION TO GENERAL FU	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00%
24-5800-4002	SALARIES FULL TIME	110,984.24	109,783.15	81,912.44	89,680.00	106,835.00	17,155.00	19.13%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	1.5 FTES	1.5 FTES						
24-5800-4004	SALARIES OVERTIME	18,325.26	9,635.27	0.00	7,500.00	7,500.00	0.00	0.00%
24-5800-4500	FICA	9,717.00	10,399.27	5,798.52	7,440.00	8,750.00	1,310.00	17.61%
24-5800-4505	EMPLOYEE HEALTH INSURANCE	7,984.54	8,748.86	16,178.52	19,400.00	22,107.00	2,707.00	13.95%
24-5800-4510	RETIREMENT	6,307.31	20,977.66	9,221.14	9,200.00	12,985.00	3,785.00	41.14%
24-5800-4515	WORKERS' COMPENSATION	13,057.39	6,961.20	4,450.00	4,400.00	3,063.00	-1,337.00	-30.39%
24-5800-4530	VACATION BUY BACK	2,495.64	1,782.24	0.00	1,782.00	1,080.00	-702.00	-39.39%
24-5800-4550	HEALTH CLAIMS	3,056.07	3,769.56	1,228.60	8,000.00	6,040.00	-1,960.00	-24.50%
24-5800-4555	RETENTION	902.92	1,178.40	71.35	75.00	75.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	1.50	50.00	75.00				
24-5800-5000	PROFESSIONAL SERVICES	16,832.46	13,248.47	0.00	5,000.00	5,000.00	0.00	0.00%
24-5800-5005	LEGAL EXPENSES	0.00	0.00	0.00	5,000.00	5,000.00	0.00	0.00%
24-5800-5200	CONTRACTED SERVICES	27,740.06	36,182.13	15,641.60	11,174.00	11,539.00	365.00	3.27%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	1.50	186.00	279.00				
2020-2021	CAMERA TRUCK SOFTWARE	0.00	0.00	2,000.00				
2020-2021	DRUG TESTING	1.50	40.00	60.00				
2020-2021	MISS UTILITY	0.00	0.00	200.00				
2020-2021	OTHER SERVICES	0.00	0.00	9,000.00				
24-5800-5210	INSURANCE	1,393.00	1,460.00	1,536.00	1,536.00	1,613.00	77.00	5.01%
24-5800-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	0.00	50,000.00	0.00	-50,000.00	-100.00%
24-5800-5257	VEHICLE MAINTENANCE	0.00	-151.52	441.86	1,000.00	1,000.00	0.00	0.00%
24-5800-5610	TELEPHONE	5,155.56	5,226.83	4,595.58	5,000.00	5,000.00	0.00	0.00%
24-5800-5615	TRAVEL	313.80	1,219.32	144.33	1,500.00	1,500.00	0.00	0.00%
24-5800-5616	CELL PHONE	900.00	783.33	675.00	900.00	900.00	0.00	0.00%
24-5800-5620	DUES AND PUBLICATIONS	2,799.97	3,095.73	1,572.03	1,600.00	1,600.00	0.00	0.00%
24-5800-5621	EMPLOYEE TRAINING	4,028.73	2,628.90	1,446.00	6,000.00	6,000.00	0.00	0.00%
24-5800-5622	INFORMATION TECHNOLOGY	0.00	2,650.13	1,131.13	3,235.00	1,300.00	-1,935.00	-59.81%

Budget Comparison Report

Account Number	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Comparison 1 Budget		Comparison 1 to Parent Budget	
				Parent Budget 2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	%
Budget Detail							
Budget Code	Description	Units	Price	Amount			
2020-2021	CARDS MANAGED NETWORK, FIREWALL	0.00	0.00	1,300.00			
24-5800-5630	VEHICLE FUEL	3,251.94	2,566.66	2,639.81	2,000.00	2,000.00	0.00
24-5800-5691	RAILROAD LICENSES	5,216.77	5,315.89	5,438.15	5,350.00	5,500.00	150.00
24-5800-5700	OFFICE SUPPLIES	4,111.89	5,651.12	2,820.63	2,994.00	2,500.00	-494.00
24-5800-5726	ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
24-5800-5730	SUPPLIES AND OPERATIONS	3,007.40	4,801.27	924.05	4,000.00	4,000.00	0.00
24-5800-5740	SAFETY SUPPLIES AND MATERIAL	7,512.26	5,347.29	5,076.34	3,500.00	3,500.00	0.00
24-5800-5780	BAD DEBT EXPENSE	36,325.20	1,950.09	0.00	0.00	2,000.00	2,000.00
24-5800-5789	CONTINGENCY	0.00	0.00	0.00	46,505.50	41,788.00	-4,717.50
24-5800-6500	GENERAL OVERHEAD	248,925.00	203,089.00	204,758.00	204,758.00	181,833.00	-22,925.00
24-5800-6505	REIMBURSEMENTS	4,650.00	4,548.10	4,455.00	4,455.00	4,303.00	-152.00
Budget Detail							
Budget Code	Description	Units	Price	Amount			
2020-2021	2002 RDA BOND 97 19% INTEREST	0.00	0.00	4,303.00			
24-5800-6510	CUST SERVICE REIM GEN FUN	42,681.96	73,975.40	52,920.75	70,561.00	79,376.00	8,815.00
24-5800-8000	BOND PRINCIPAL	0.00	0.00	297,893.52	437,765.00	474,725.00	36,960.00
Budget Detail							
Budget Code	Description	Units	Price	Amount			
2020-2021	2010 BOUNDS REAL PROPERTY	0.00	0.00	33,705.00			
2020-2021	2010 RDA WW PROJECT	0.00	0.00	115,888.00			
2020-2021	2011 WW IMPROVEMENT BOND	0.00	0.00	89,538.00			
2020-2021	2012 MDHCD BOND	0.00	0.00	71,000.00			
2020-2021	MDE PHASE II SPRAY SITE	0.00	0.00	164,594.00			
24-5800-8100	BOND INTEREST	228,588.66	181,080.90	125,194.32	195,134.00	157,983.00	-37,151.00
Budget Detail							
Budget Code	Description	Units	Price	Amount			
2020-2021	2010 BOUNDS REAL PROPERTY	0.00	0.00	14,836.00			
2020-2021	2010 RDA WW PROJECT	0.00	0.00	112,015.00			
2020-2021	2011 WW IMPROVEMENT BOND	0.00	0.00	11,208.00			
2020-2021	2012 MDHCD BOND	0.00	0.00	1,960.00			
2020-2021	MDE PHASE II SPRAY SITE	0.00	0.00	17,964.00			
Total Department: 5800 - SEWER ADMINISTRATION:		816,265.03	727,904.65	848,164.67	1,216,444.50	1,218,395.00	1,950.50
							0.16%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5810 - COLLECTION SYSTEM								
24-5810-4002	SALARIES FULL TIME	63,628.75	64,048.19	48,601.05	65,500.00	62,195.00	-3,305.00	-5.05%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	1.5 FTES	1.5 FTES						
24-5810-4004	SALARIES OVERTIME	8,714.29	5,724.38	5,497.61	6,000.00	6,000.00	0.00	0.00%
24-5810-4500	FICA	5,270.60	5,086.12	3,991.11	5,470.00	5,217.00	-253.00	-4.63%
24-5810-4505	EMPLOYEE HEALTH INSURANCE	9,033.72	8,868.57	11,996.00	10,300.00	12,713.00	2,413.00	23.43%
24-5810-4510	RETIREMENT	3,704.97	8,163.03	6,927.28	6,885.00	7,755.00	870.00	12.64%
24-5810-4515	WORKERS' COMPENSATION	8,509.33	6,102.19	4,000.00	4,000.00	2,753.00	-1,247.00	-31.18%
24-5810-4530	VACATION BUY BACK	431.04	444.00	0.00	444.00	444.00	0.00	0.00%
24-5810-4550	HEALTH CLAIMS	3,385.10	4,041.41	323.92	6,400.00	5,420.00	-980.00	-15.31%
24-5810-4555	RETENTION	949.25	217.35	71.35	77.50	75.00	-2.50	-3.23%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	1.50	50.00	75.00				
24-5810-5200	CONTRACTED SERVICES	9,355.78	4,115.00	12,256.41	3,830.00	3,839.00	9.00	0.23%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	1.50	186.00	279.00				
2020-2021	DRUG TESTING	1.50	40.00	60.00				
2020-2021	OTHER SERVICES	0.00	0.00	3,500.00				
24-5810-5210	INSURANCE	2,601.00	2,730.00	2,538.00	2,867.00	3,011.00	144.00	5.02%
24-5810-5251	EQUIPMENT MAINTENANCE	13,928.18	17,550.32	13,567.67	15,000.00	15,000.00	0.00	0.00%
24-5810-5252	STREET REPAIR	31,913.81	4,940.27	2,675.32	10,000.00	10,000.00	0.00	0.00%
24-5810-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	0.00	40,000.00	135,000.00	95,000.00	237.50%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	DECATUR STREET LIFT STATION	0.00	0.00	15,000.00				
2020-2021	WILLIAM STREET LIFT STATION REBUILD	0.00	0.00	120,000.00				
24-5810-5257	VEHICLE MAINTENANCE	755.10	2,226.72	1,522.04	3,000.00	3,000.00	0.00	0.00%
24-5810-5400	UTILITIES	11,469.91	11,349.99	9,066.47	13,000.00	13,000.00	0.00	0.00%
24-5810-5616	CELL PHONE	900.00	825.00	650.00	900.00	900.00	0.00	0.00%
24-5810-5630	VEHICLE FUEL	2,444.39	1,537.23	864.39	2,500.00	2,500.00	0.00	0.00%
24-5810-5650	NON-CAPITAL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
24-5810-5730	SUPPLIES AND OPERATIONS	7,004.10	2,799.97	6,327.31	7,000.00	7,000.00	0.00	0.00%
Total Department: 5810 - COLLECTION SYSTEM:		183,999.32	150,769.74	130,875.93	203,173.50	295,822.00	92,648.50	45.60%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5820 - TREATMENT PLANT								
24-5820-4002	SALARIES FULL TIME	108,136.55	177,519.57	127,567.18	176,800.00	149,435.00	-27,365.00	-15.48%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	3 FTES	3 FTES						
24-5820-4004	SALARIES OVERTIME	1,667.97	8,564.54	5,792.06	6,000.00	6,000.00	0.00	0.00%
24-5820-4500	FICA	6,793.33	13,194.18	9,703.64	13,990.00	11,891.00	-2,099.00	-15.00%
24-5820-4505	EMPLOYEE HEALTH INSURANCE	18,865.01	39,960.22	29,081.33	34,000.00	24,700.00	-9,300.00	-27.35%
24-5820-4510	RETIREMENT	5,383.96	32,144.72	18,619.12	18,450.00	18,088.00	-362.00	-1.96%
24-5820-4515	WORKERS' COMPENSATION	12,759.68	8,776.89	5,500.00	5,000.00	3,786.00	-1,214.00	-24.28%
24-5820-4530	VACATION BUY BACK	1,357.92	2,620.80	0.00	2,621.00	2,621.00	0.00	0.00%
24-5820-4550	HEALTH CLAIMS	11,463.67	4,757.36	5,171.02	19,200.00	10,840.00	-8,360.00	-43.54%
24-5820-4555	RETENTION	1,305.80	3,505.87	184.28	200.00	150.00	-50.00	-25.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	3.00	50.00	150.00				
24-5820-5200	CONTRACTED SERVICES	2,329.20	10,346.99	1,543.82	3,880.00	3,678.00	-202.00	-5.21%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	3.00	186.00	558.00				
2020-2021	DRUG TESTING	3.00	40.00	120.00				
2020-2021	OTHER SERVICES	0.00	0.00	3,000.00				
24-5820-5210	INSURANCE	7,429.00	7,695.00	7,500.00	8,081.00	8,485.00	404.00	5.00%
24-5820-5251	EQUIPMENT MAINTENANCE	36,586.11	46,513.61	32,684.13	30,000.00	30,000.00	0.00	0.00%
24-5820-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	0.00	0.00	37,500.00	37,500.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	AQUADESK FILTER FABRIC	0.00	0.00	11,000.00				
2020-2021	BLOWER FOR GRIT CHAMBER	0.00	0.00	8,000.00				
2020-2021	DIGESTER BLOWER ROOM ROOF	0.00	0.00	5,000.00				
2020-2021	EFFLUENT PUMP REBUILD	0.00	0.00	13,500.00				
24-5820-5257	VEHICLE MAINTENANCE	2,885.12	1,370.84	699.11	2,500.00	2,500.00	0.00	0.00%
24-5820-5400	UTILITIES	179,636.03	179,135.58	121,188.45	180,000.00	180,000.00	0.00	0.00%
24-5820-5616	CELL PHONE	1,100.00	2,200.00	1,300.00	2,400.00	1,800.00	-600.00	-25.00%
24-5820-5630	VEHICLE FUEL	3,593.50	4,195.55	2,112.58	4,000.00	4,000.00	0.00	0.00%
24-5820-5631	DIESEL FUEL	3,202.47	4,728.27	2,388.63	4,000.00	4,000.00	0.00	0.00%
24-5820-5650	NON-CAPITAL EQUIPMENT	0.00	0.00	1,567.18	6,000.00	0.00	-6,000.00	-100.00%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
24-5820-5670	CHEMICALS	34,428.99	36,073.65	31,808.80	35,000.00	35,000.00	0.00	0.00%
24-5820-5730	SUPPLIES AND OPERATIONS	17,869.68	13,969.96	11,613.16	14,000.00	14,000.00	0.00	0.00%
24-5820-5790	LAB AND TESTING	19,231.67	12,611.36	9,743.74	14,000.00	14,000.00	0.00	0.00%
24-5820-5799	LANDFILL CHARGES	7,910.30	17,756.60	12,161.60	10,000.00	12,000.00	2,000.00	20.00%
24-5820-7900	DEPRECIATION	1,082,233.22	1,086,513.59	0.00	0.00	0.00	0.00	0.00%
Total Department: 5820 - TREATMENT PLANT:		1,566,169.18	1,714,155.15	437,929.83	590,122.00	574,474.00	-15,648.00	-2.65%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5830 - SPRAY SITE								
24-5830-4002	SALARIES FULL TIME	177,226.41	177,850.90	146,825.26	175,427.00	166,850.00	-8,577.00	-4.89%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	4 FTES	4 FTES						
24-5830-4003	SALARIES PART TIME AND TEMP	16,975.75	5,772.25	9,069.50	2,000.00	2,000.00	0.00	0.00%
24-5830-4004	SALARIES OVERTIME	9,302.77	5,970.49	1,912.56	6,000.00	6,000.00	0.00	0.00%
24-5830-4500	FICA	15,494.05	14,256.38	11,385.75	14,035.00	13,377.00	-658.00	-4.69%
24-5830-4505	EMPLOYEE HEALTH INSURANCE	41,327.61	36,976.94	36,140.45	36,900.00	32,000.00	-4,900.00	-13.28%
24-5830-4510	RETIREMENT	11,429.92	30,336.16	17,882.12	17,713.00	20,800.00	3,087.00	17.43%
24-5830-4515	WORKERS' COMPENSATION	23,455.24	20,068.70	12,000.00	10,025.00	8,260.00	-1,765.00	-17.61%
24-5830-4520	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
24-5830-4530	VACATION BUY BACK	2,055.84	2,117.28	0.00	2,118.00	0.00	-2,118.00	-100.00%
24-5830-4550	HEALTH CLAIMS	11,895.89	13,181.50	11,265.85	19,200.00	10,840.00	-8,360.00	-43.54%
24-5830-4555	RETENTION	2,701.61	3,563.79	184.28	200.00	200.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	4.00	50.00	200.00				
24-5830-5200	CONTRACTED SERVICES	1,770.61	5,660.00	1,000.41	2,880.00	2,904.00	24.00	0.83%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	4.00	186.00	744.00				
2020-2021	DRUG TESTING	4.00	40.00	160.00				
2020-2021	OTHER SERVICES	0.00	0.00	2,000.00				
24-5830-5210	INSURANCE	7,479.00	6,895.34	8,037.00	8,080.00	8,485.00	405.00	5.01%
24-5830-5250	BUILDING MAINTENANCE	10,697.35	561.07	0.00	1,500.00	1,500.00	0.00	0.00%
24-5830-5251	EQUIPMENT MAINTENANCE	21,635.62	14,938.67	4,907.49	10,000.00	10,000.00	0.00	0.00%
24-5830-5255	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
24-5830-5257	VEHICLE MAINTENANCE	8,441.87	919.76	1,333.29	2,000.00	2,000.00	0.00	0.00%
24-5830-5400	UTILITIES	50,173.97	58,837.75	31,233.83	55,000.00	55,000.00	0.00	0.00%
24-5830-5610	TELEPHONE	691.16	692.38	555.92	1,000.00	1,000.00	0.00	0.00%
24-5830-5616	CELL PHONE	2,850.00	1,800.00	1,650.00	2,400.00	2,400.00	0.00	0.00%
24-5830-5630	VEHICLE FUEL	2,598.07	2,520.28	1,498.76	2,500.00	2,500.00	0.00	0.00%
24-5830-5631	DIESEL FUEL	2,340.87	979.55	1,466.05	2,000.00	2,000.00	0.00	0.00%
24-5830-5650	NON-CAPITAL EQUIPMENT	0.00	0.00	3,757.83	6,000.00	6,000.00	0.00	0.00%

Budget Comparison Report

Account Number	Description	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Budget Detail								
Budget Code								
2020-2021	SPRAY HEADS		0.00	0.00	6,000.00			
24-5830-5670	CHEMICALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
24-5830-5730	SUPPLIES AND OPERATIONS	8,865.17	6,748.51	2,742.98	4,000.00	4,000.00	0.00	0.00%
24-5830-5790	LAB AND TESTING	15,332.25	11,203.90	8,317.21	13,000.00	13,000.00	0.00	0.00%
Total Department: 5830 - SPRAY SITE:		444,741.03	421,851.60	313,166.54	393,978.00	371,116.00	-22,862.00	-5.80%
Total Fund: 24 - SEWER FUND:		-567,859.79	-170,328.78	387,912.23	0.00	0.00	0.00	0.00%
Fund: 30 - STORMWATER								
Department: 4030 - STORMWATER FUND REVENUES								
30-4030-3103	STORMWATER MGMT PERMIT	360.00	1,755.00	0.00	500.00	100.00	-400.00	-80.00%
30-4030-3122	INSURANCE REFUND	0.00	488.16	0.00	0.00	0.00	0.00	0.00%
30-4030-3205	FEMA GRANT	134,048.00	0.00	0.00	0.00	0.00	0.00	0.00%
30-4030-3230	DNR GRANT	837,508.22	67,500.00	54,500.00	75,000.00	0.00	-75,000.00	-100.00%
30-4030-3235	COMMUNITY RESILIENCE GRANT	0.00	9,285.55	9,000.00	0.00	0.00	0.00	0.00%
30-4030-3360	RESIDENTIAL SW FEE	73,247.78	75,208.20	63,740.27	73,500.00	73,500.00	0.00	0.00%
30-4030-3361	NON RESIDENTIAL SW FEE	92,955.88	102,547.34	85,364.77	93,500.00	93,500.00	0.00	0.00%
30-4030-3367	STORMWATER REVIEW FEE	840.00	1,755.00	4,826.05	1,000.00	1,000.00	0.00	0.00%
30-4030-3710	INTEREST ON DELINQUENT	1,326.34	1,347.89	1,178.16	1,000.00	500.00	-500.00	-50.00%
30-4030-3866	CONTRIBUTION FROM GENERAL	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
30-4030-3871	CONTRIBUTION FROM RESERVE	0.00	0.00	0.00	210,000.00	210,000.00	0.00	0.00%
30-4030-3899	NSF HOLDING ACCOUNT	105.00	63.00	84.00	50.00	50.00	0.00	0.00%
Total Department: 4030 - STORMWATER FUND REVENUES:		1,190,391.22	259,950.14	218,693.25	454,550.00	378,650.00	-75,900.00	-16.70%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
Department: 5030 - STORMWATER								
30-5030-2923	CONTRIBUTION TO GENERAL FU	0.00	0.00	0.00	0.00	25,000.00	25,000.00	0.00%
30-5030-4002	SALARIES FULL TIME	89,616.37	63,555.38	54,505.71	62,961.00	64,225.00	1,264.00	2.01%
Budget Notes								
Budget Code	Subject	Description						
2020-2021	2 FTES	2 FTES						
30-5030-4004	SALARIES OVERTIME	10,690.13	1,902.58	2,181.86	2,500.00	2,500.00	0.00	0.00%
30-5030-4500	FICA	7,318.72	4,918.99	4,203.94	5,010.00	5,105.00	95.00	1.90%
30-5030-4505	EMPLOYEE HEALTH INSURANCE	16,349.95	10,444.84	10,110.23	12,100.00	12,680.00	580.00	4.79%
30-5030-4510	RETIREMENT	6,301.94	10,198.87	6,834.56	6,750.00	8,145.00	1,395.00	20.67%
30-5030-4515	WORKERS' COMPENSATION	14,927.68	7,182.53	4,300.00	3,300.00	2,960.00	-340.00	-10.30%
30-5030-4520	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
30-5030-4550	HEALTH CLAIMS	2,707.65	4,128.16	1,262.48	6,400.00	6,400.00	0.00	0.00%
30-5030-4555	RETENTION	2,026.22	1,799.43	95.14	100.00	100.00	0.00	0.00%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	GIFT CARDS	2.00	50.00	100.00				
30-5030-5000	PROFESSIONAL SERVICES	24,208.00	33,467.25	21,774.50	11,980.00	20,000.00	8,020.00	66.94%
30-5030-5200	CONTRACTED SERVICES	29,445.73	1,394.01	1,850.73	4,610.00	4,652.00	42.00	0.91%
Budget Detail								
Budget Code	Description	Units	Price	Amount				
2020-2021	ADP	2.00	186.00	372.00				
2020-2021	DRUG TESTING	2.00	40.00	80.00				
2020-2021	MISS UTILITY	0.00	0.00	200.00				
2020-2021	OTHER SERVICES	0.00	0.00	4,000.00				
30-5030-5210	INSURANCE	1,245.00	1,300.00	1,200.00	1,365.00	1,435.00	70.00	5.13%
30-5030-5254	CAPITAL OUTLAY RESERVE	0.00	0.00	0.00	210,000.00	210,000.00	0.00	0.00%
30-5030-5256	CAPITAL IMPROVEMENTS	0.00	0.00	203,733.29	115,000.00	0.00	-115,000.00	-100.00%
30-5030-5257	VEHICLE MAINTENANCE	2,102.55	0.00	0.00	1,000.00	0.00	-1,000.00	-100.00%
30-5030-5616	CELL PHONE	1,350.00	1,800.00	900.00	1,200.00	1,200.00	0.00	0.00%
30-5030-5621	EMPLOYEE TRAINING	350.26	0.00	0.00	500.00	500.00	0.00	0.00%
30-5030-5630	VEHICLE FUEL	3,676.35	4,159.40	2,809.45	3,000.00	3,500.00	500.00	16.67%
30-5030-5633	COUNTY DRAINAGE TAX DITCH	1,073.00	618.00	618.72	1,100.00	1,248.00	148.00	13.45%
30-5030-5678	STORMWATER REVIEW EXPENSE	562.00	4,057.50	2,834.50	1,000.00	3,500.00	2,500.00	250.00%
30-5030-5730	SUPPLIES AND OPERATIONS	8,468.25	6,855.05	860.34	4,674.00	5,000.00	326.00	6.97%
30-5030-5740	SAFETY SUPPLIES AND MATERIAL	0.00	0.00	110.86	0.00	400.00	400.00	0.00%
30-5030-5780	BAD DEBT EXPENSE	3,027.10	54.49	0.00	0.00	100.00	100.00	0.00%

Budget Comparison Report

Account Number		2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
30-5030-6500	GENERAL OVERHEAD	15,243.00	0.00	0.00	0.00	0.00	0.00	0.00%
30-5030-6510	CUST SERVICE REIM GEN FUN	28,455.00	0.00	0.00	0.00	0.00	0.00	0.00%
30-5030-7900	DEPRECIATION	42,138.29	124,125.36	0.00	0.00	0.00	0.00	0.00%
Total Department: 5030 - STORMWATER:		311,283.19	281,961.84	320,186.31	454,550.00	378,650.00	-75,900.00	-16.70%
Total Fund: 30 - STORMWATER:		879,108.03	-22,011.70	-101,493.06	0.00	0.00	0.00	0.00%
Report Total:		-1,065,642.19	40,519.33	1,930,194.89	0.00	0.00	0.00	0.00%

MAYOR AND COUNCIL OF BERLIN, INC
TOWN OF BERLIN, MARYLAND
FY 2021 CAPITAL BUDGET
ELECTRIC FUND

FINAL for 05.26.2020 Public Hearing
Ordinance 2020-03

REVENUES

Operating Revenues 217,500

TOTAL REVENUES **\$ 217,500**

EXPENDITURES

5610 Power Plant Department

Generator Monitoring and Control System 70,000

Underground Primary Power Switch 35,000

Power Plant Relay Upgrade 25,000

Total Power Plant Department 130,000

5620 Power Distribution Department

Transformers 3 Phase 2 10,000 20,000

Transclosures Replacement 3 Phase 2 10,000 20,000

Underground Electric Services 7 2,500 17,500

Electric Poles Replacement 15 2,000 30,000

Total Power Distribution Department 87,500

TOTAL EXPENDITURES **\$ 217,500**

TOTAL REVENUES **217,500**

TOTAL EXPENDITURES **217,500**

TOTAL REVENUES OVER EXPENDITURES **-**

MAYOR AND COUNCIL OF BERLIN, INC
TOWN OF BERLIN, MARYLAND
FY 2021 CAPITAL BUDGET
WATER FUND

FINAL for 05.26.2020 Public Hearing
Ordinance 2020-03

REVENUES

Special Connection Revenues 163,725

TOTAL REVENUES **\$ 163,725**

EXPENDITURES

5720 Distribution Department

Well House Powelton Avenue			103,725	
Street Water Valves	3	9,000	27,000	
Inserta Valves	3	11,000	33,000	

Total for Distribution Department 163,725

TOTAL EXPENDITURES **\$ 163,725**

TOTAL REVENUES	163,725
TOTAL EXPENDITURES	163,725
TOTAL REVENUES OVER EXPENDITURES	-

MAYOR AND COUNCIL OF BERLIN, INC
TOWN OF BERLIN, MARYLAND
FY 2021 CAPITAL BUDGET
WASTEWATER FUND

FINAL for 05.26.2020 Public Hearing
Ordinance 2020-03

REVENUES

Operating Revenues	172,500
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TOTAL REVENUES	\$ 172,500
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EXPENDITURES

5810 Collection Department	
William Street Lift Station Rebuild	120,000
Lift Station Decatur Street	15,000
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Total Collection Department	135,000

Treatment Plant Department	
5820 Blower for grit chamber	8,000
Effluent pump rebuild	13,500
Digester blower room roof	5,000
Aquadesk filter fabric	11,000
	<hr/>
Total Treatment Plant Department	37,500

TOTAL EXPENDITURES	\$ 172,500
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TOTAL REVENUES	172,500
TOTAL EXPENDITURES	172,500
TOTAL REVENUES OVER EXPENDITURES	\$ -

Budget Comparison Report

Fund Summary

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
Fund	2017-2018 Total Activity	2018-2019 Total Activity	2019-2020 YTD Activity Through May	2019-2020 2019-2020	2020-2021 2020-2021	Increase / (Decrease)	
01 - GENERAL FUND	-1,845,550.98	-92,593.42	1,087,088.37	0.00	0.00	0.00	0.00%
10 - ELECTRIC	608,251.22	186,013.19	483,072.31	0.00	0.00	0.00	0.00%
20 - WATER FUND	-139,590.67	139,440.04	73,615.04	0.00	0.00	0.00	0.00%
24 - SEWER FUND	-567,859.79	-170,328.78	387,912.23	0.00	0.00	0.00	0.00%
30 - STORMWATER	879,108.03	-22,011.70	-101,493.06	0.00	0.00	0.00	0.00%
Report Total:	-1,065,642.19	40,519.33	1,930,194.89	0.00	0.00	0.00	0.00%



MOTION OF THE MAYOR AND COUNCIL 2020-15

A MOTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN APPROVING M&G RENTAL PROPERTIES LLC., TO PURCHASE AND FINANCE THREE (3) EQUIVALENT DWELLING UNITS (EDUS) FOR 2 STEVENSON LANE.

APPROVED THIS ____ DAY OF _____, 2020 BY THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN, MARYLAND BY AFFIRMATIVE VOTE OF ____ TO ____ OPPOSED, WITH ____ ABSTAINING AND ____ ABSENT.

ELROY BRITTINGHAM, SR. VICE PRESIDENT

APPROVED THIS ____ DAY OF _____, 2020 BY THE MAYOR OF THE TOWN OF BERLIN.

WM. GEE WILLIAMS, III, MAYOR

ATTEST: _____
JEFFREY FLEETWOOD
TOWN ADMINISTRATOR

WATER AND SEWER USE AND ALLOCATION AGREEMENT

Made this _____ day of _____, 2020 by and between M&G Rental Properties LLC hereinafter referred to as "Owner", and the Town of Berlin, hereinafter referred to as "Berlin or "Town of Berlin".

WITNESSETH:

Whereas, the Owner is the owner in fee simple of certain property located in Worcester County, Maryland and known as 9 Bay Street, Berlin, MD., Tax Map 0300, Parcel 1452; hereinafter referred to as the "Property"; and

Whereas, the Property consists of a 1 mixed use building. ("Building"). The Building contains 4 units ("Unit"); and

Whereas, Berlin Standards and Specifications require the following:

Whereas, the Property is allocated under policies and procedures of Berlin a Water and Sewer allocation of three (3) Equivalent Dwelling Unit ("EDU) equal to 750 gpd; and

Whereas, the Owner may in the future desire to subdivide the Property, or divide the Property by metes and bounds or by other means for the purpose of sale or otherwise change the permitted uses or intensify or increase a previously permitted use on the Property so as to modify the water and sewer usage attributable to the Property; and

Whereas, this Agreement is not intended and shall not be construed as authorizing any EDU's in addition to the three (3) EDU(s) allocated to the Property; and

Whereas, this Agreement is intended only to authorize the specific uses so as to assure the Town of Berlin that the use of the Property does not utilize in excess of three (3) EDU(s), not to exceed 750 gpd.

Now, Therefore, in consideration of permission granted by the Town of Berlin to allow Owner or Owner's successors, personal representatives and assigns, a water and sewer allocation from the Town of Berlin equal to three (3) EDU(s) or 750 gpd for the Project, the Owner does hereby covenant and agree for itself, and for all its purchasers, lessees, successors and assigns, to and with the Town of Berlin, as follows:

1. Historical metered flows were determined by the master meter on the Property from 24 months of continuous usage immediately prior to the

approval date of this agreement and these flows were used in the allocation of three (3) EDU(s) or 750gpd.

2. Owner specifically acknowledges and agrees that any changes to the approved use including any increase to or enhancement of a previously approved use may not be made without the prior express written approval of the Town of Berlin.
3. The Property is only approved for three (3) EDU(s), Owner is to notify the Town of Berlin for approval of any change in use or ownership. The Owner further agrees and understands that a Zoning Permit shall be required for any change of use.
4. The Town shall monitor water consumption as an indication of actual sewer flow to a non-residential unit or project for a period of twenty-four months following completion of the entire project. If the flow exceeds the established EDU's allocated to the property, the owner of the non-residential unit or project will be assessed additional Special Connection Charges as appropriate, at the rate previously paid by the owner to reflect the additional flow in excess of the previously allocated number of EDU's. Any fractional portion shall be rounded to the next highest whole number. The owner agrees that it is required to purchase additional EDU'S if the actual flow exceeds the established EDU'S allocated to the property, and understands and agrees that the failure to purchase additional EDU'S may result in the termination of water and sewer service to the property at the discretion of the Town of Berlin.
5. Flow projections for the Property shall be calculated by the Town utilizing the flow projections provided in the Guidance Document, titled Wastewater Capacity Management Plans, 2006, published by the State of Maryland Department of the Environment, as amended, ("Guideline") except for medical office use.
6. Effective December 31, 2006, when the proposed use is for medical office space, flow projections for such use shall be calculated by the Town by multiplying the gross square footage of such medical office space times 0.10 to determine the projected flow in gallons per day ("Medical Office Guideline".)
7. Effective February 25, 2008, when the proposed use is for carry-out only, flow projection for such use shall be calculated by the Town by multiplying the gross square footage, to include all seating and food preparation area, including non-public space behind the counter but not a walk in refrigerated space if within the footprint of the building, times 0.5 gpd to determine the projected flow in gallons per day. If seating is planned the numbers of seats are multiplied by 25 gpd and the greater flow of the seating or square foot flow will be used. ("Carry -out Guideline".)
8. The Town shall review each request for a change in use, expansion of the use, or intensification of the use and, within 45 days of submission, calculate the projected flow pursuant to the Guidelines and Medical Office Guideline. Uses, which result in projected or actual flows in excess of the EDU allocated hereunder, shall not be permitted. The Town may extend

the 45-day period provided that it notifies the Owner in writing that it requires additional time to calculate the projected flow.

9. The foregoing covenants shall be deemed to run with and bind the Property and shall inure to the benefit of and be enforceable by the parties hereto and their respective successors and assigns. Enforcement by the Town may include but not be limited to injunctive relief, the application of use surcharges or other fees or any other remedy deemed appropriate by the Town.

IN WITNESS WHEREOF, the parties hereto set their hands and seals as of the day and year first above written.

ATTEST:

OWNER's Name

Type name & title if any (Seal)

STATE OF MARYLAND, WORCESTER COUNTY, TO WIT:

I HEREBY CERTIFY that on this ____ day of _____, 2020, before me, a Notary Public of the State and County aforesaid, personally appeared _____ and acknowledged the foregoing agreement to be his/her respective act.

AS WITNESS my hand and Notarial Seal.

Notary Public
My commission expires:

ATTEST:

OWNER's Name

Type name & title if any (Seal)

STATE OF MARYLAND, WORCESTER COUNTY, TO WIT:

I HEREBY CERTIFY that on this _____ day of _____, 2020, before me a Notary Public of the State and County aforesaid, personally appeared _____ and acknowledged the foregoing agreement to be his/her respective act.

AS WITNESS my hand and Notarial Seal.

Notary Public

My Commission expires:

Lien Holder Consent

The undersigned is joining in the execution of this Water and Sewer Allocation Agreement, solely for the purposes of (a) consenting to the terms hereof, and (b) agreeing that this Agreement shall not be terminated or affected in any manner by a foreclosure or other transfer of the Property under the Deed of Trust recorded in Liber _____ Folio _____.

WITNESS

By: _____

Name: _____

Title: _____

Town of Berlin

ATTEST:

MAYOR

STATE OF MARYLAND, WORCESTER COUNTY, TO WIT:

I HEREBY CERTIFY that on this _____ day of _____, 2020,
before me, a Notary Public of the State and County aforesaid, personally appeared
_____ and acknowledged himself to be the _____ of the
Town of Berlin, and that he, as such _____, being authorized
so to do, executed the foregoing agreement for the purposes therein contained.

AS WITNESS my hand and Notarial Seal.

Notary Public
My commission expires:



Mayor & Council of Berlin

10 William Street
Berlin, MD 21811
410-641-2770
www.berlinmd.gov



EQUIVALENT DWELLING UNIT (EDU) FINANCING REQUEST

Applicant:

Contact Person: Ernie Gerardi
Company Name (if applicable): MAG Properties LLC
Mailing Address: 9 Bay St.
Berlin, MD
Phone: 410-422-6223 Alt. Phone: _____
Email: eag36jr@yahoo.com

Project:

Name (if applicable): 2 Stevenson Ln.
Property Address: " "
Map, Grid, Parcel: 0300, 1452
Number of EDU's to be financed (up to five): three (3)
Amount to be financed: 50,058.00

Description of Project/Services

Mixed use

Deposit required: 10%= 5005.80
Balance due after deposit: 45,052.20

Deposit paid: _____
(date)

By my signature below, I acknowledge that I will pay the total amount of the equivalent dwelling units within five (5) years. I will be charged an annual financing fee of 3%. If my application is denied, I am able to appeal in writing to the Mayor and Council within thirty (30) days of the denial. There shall be no appeal to any court and there shall be no right to review of appeal by any person other than the applicant. I will provide the Town Administrator with any requested documentation before my approval. I understand that the property owner's balance shall be paid in full upon transfer of the property. I understand that I will be responsible to pay any construction inspection fees and charges, and they shall be added to the final agreement.

Signed:

Name/Title _____ Date: _____
Name/Title _____ Date: _____

Town of Berlin _____ Date: _____

Public Works Agreement construction inspection fees and charges paid: _____

01/30/17

TOWN OF BERLIN

WATER & SEWER ALLOCATION APPLICATION

DATE: May 26, 2020

The undersigned hereby makes application under the provisions of Ordinance 2009-02 Water and Sewer Allocation for the Town of Berlin. Fill in all applicable blanks.

APPLICANT DATA

Name: M&G Properties LLC

Mailing Address: 9 Bay Street
Berlin, MD 21811

Telephone: 410-422-6223 (cell)

Name of Agent/Engineer: Steve Cirile Phone: 443-235-5476 (cell)

PROPERTY DATA

Project Name: 2 Stevenson Ln

Street Address: 2 Stevenson Ln Town: Berlin

Tax Map: 0300 Parcel: 1452 Lot: Other:

Acreage: .094 Zoning: B1 Town Center District Account No. 032884

Current Master Water and Sewerage Plan Designation: W-1 S-1

Existing Use: residential

Existing Allocation: sewer: 250 gpd water: 250 gpd

Zoning: B1 Town Center District

PROJECT DATA

Description: 2 Stevenson Ln - Mixed Use Building

Application is for: sewerage: 3 water: 3

Total EDU's Required: 4 - one existing

Amount Due: \$50,058

Balance Due: \$45,052.20 (after \$5,005.80 deposit)

(Balance of EDU charge must be paid in full prior to the issuance of a Building Permit for structures that are being built.)